

DULUTH HIGH SCHOOL SENIOR PROFILE

Letters of Recommendation must be requested at least 5 weeks in advance of your deadline.

If you are requesting a letter of recommendation from your counselor or teacher for a college application or scholarship, you are required to complete this form. This information will assist your counselor/teacher in writing a recommendation which will fully highlight you and your accomplishments. The more specific details you give us, the more thorough your recommendation. Once completed, save this file and e-mail it to Dr. Fenner College & Career Counselor Brian_Fenner@gwinnett.k12.ga.us if it is for a counselor recommendation. If you are using this for a teacher recommendation, please email this to your teacher emphasizing your academic achievements.

NOTE: Please type accurately.

Name			
Address			
Phone		Email	

COUNSELOR:

- Mrs. Turner (A – D)
 Mrs. Tepker (E – Li)
 Ms. Jordan (Lj – Rh)
 Mrs. Smith (Ri – Z)

Colleges to which you are applying and deadlines for each:

College/Scholarship Name	Deadline

Possible Major/s

Career Goal

SCHOOL ACTIVITIES (Clubs, Athletics, Performing Arts, etc. – including summer)

Name of Activity	Grades Participated	Duties and/or Offices Held

COMMENTS _____

COMMUNITY ACTIVITIES (Any non-school related activities and employment – including summer)

Name of Organization	Grades Participated	Responsibilities

COMMENTS _____

HONORS AND AWARDS

Name of Organization	Grades Participated	Awards

COMMENTS _____

SHORT ANSWER

1. What single **SCHOOL ACTIVITY** do you consider most significant and why?
2. What single **COMMUNITY ACTIVITY** do you consider most significant and why?
3. Which **HONOR OR AWARD** has meant the most to you and why?
4. Describe the academic accomplishment (major paper, science experiment, artistic project, etc.) of which you are most proud of and tell why you take pride in it:
5. Describe the non-academic accomplishment of which you are most proud of and tell why you take pride in it:

- 6. Describe a leadership position or role you have taken either inside or outside of school. What did you learn from the experience about yourself & others?**
- 7. Describe your three most distinguishing, unique, and/or admirable qualities:**
- 8. In what three areas would you like to improve and why?**
- 9. Are there any grades/courses on your transcript on which you would like to elaborate?**
- 10. If there is any additional information that you would like admissions officers to know that is not reflected elsewhere, what would you emphasize about yourself in a recommendation?**

PARENT QUESTIONNAIRE FOR STUDENT RECOMMENDATIONS

Student's Name

Parent's Name

Relationship To
Student

1. Colleges to which your student will likely apply:

2. What factors or considerations are of primary importance in your student's selection of a college (size, location, cost, degrees offered, reputation, athletics, etc.) and why?

3. The words/phrases (strengths and weaknesses) that first come to mind to describe my student are:

4. I would like you to know the following information/anecdote (anecdotes are very helpful) about my student:

5. Is there any additional information or special circumstances not mentioned elsewhere of which college admission officers should be made aware of?