

**REQUEST FOR RECOMMENDATION LETTER
DEPARTMENT OF FAMILY SCIENCE**

Recommender: _____ Date needed by: _____

Name (first, last, initial): _____ Date: _____

Address: _____

Phone: _____ E-mail: _____

Graduation date: _____

I have known you since: _____

This recommendation is for: _____ Graduate School _____ Law School _____ Job

What type of graduate degree or job do you seek: _____

My major is: _____

Major GPA: _____ Cumulative GPA: _____

Test scores you would like mentioned (GRE/SAT/LSAT/etc):

What courses have I had you for?

Course:	Semester:	Your Grade:
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Describe your internship experience—agency, type of work, and your duties/activities:

List and comment on campus extra-curricular activities you have engaged in while a student. Include campus volunteer groups, honor societies, activities, etc., and the extent to which you have actively participated.

List and comment on your off-campus volunteer activities while a student, including the extent to which you participated.

List and comment on paid work you have done, including jobs and job responsibilities:

Have you been involved in any research on campus? _____ Yes _____ No
If so, describe the project, faculty researcher, and your research activities:

What do you consider to be your strong points as a student?

What do you consider to be your strong points as a person?

What else would you like me to know about you?

Please list places you want the recommendation sent, attaching relevant forms or complete addresses. Also please attach a copy of your resume. Continue on separate pages if necessary.

University/Agency	Degree/Job	Form (yes or no)	Due Date
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