

**Crater School of Business, Innovation and Science Recommendation Request**

**Student Name** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Please write a recommendation for me. Address the letter to:**

\_\_\_\_\_ Director of Admissions \_\_\_\_\_ Scholarship Committee

Name and Address of College(s) and/or scholarships:

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**Please do the following with my recommendation:**

\_\_\_\_\_ Mail the letter in the stamped envelope provided by the student.

\_\_\_\_\_ Print out the letter, place – seal – sign in a BIS envelope

\_\_\_\_\_ Send my recommendation through: email (provided) or the Common Application

I would like my letter completed by \_\_\_\_\_ **(allow two weeks)**

**Family Background Information**

Parent / Guardian name(s) with whom you are living:

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Did either of your parents graduate from high school? Yes – No

Did either parent attend college? Yes - No

Father's Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Mother's Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Number of children that live at home in your family and ages: \_\_\_\_\_

Are any of your siblings in college now? Yes – No If so, what school(s)

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Cumulative GPA \_\_\_\_\_ Class rank \_\_\_\_\_

## Short Answers

Thoughtfully craft answers to the following questions. Answer each question as if you were being interviewed. Your teacher writing your letters wants you to demonstrate strong character, evidence of leadership, along with other qualities and talents. You will need to answer what differentiates you from other students applying for this scholarship or attempting to get into this school. **Be authentic and honest.**

- A. List three or more adjectives that you feel best describe you and explain why:
- B. Describe your most positive personality or behavioral characteristic and how it has shaped who you are.
- C. What academic major or areas are you exploring - why? What goals have you set for yourself, and how do you plan to accomplish them?
- D. What have you done in BIS/Crater/CP Community that you are most proud of?
- E. Over the last years at Crater and in Crater BIS, what have you done to take advantage of the opportunities available? Be specific.
- F. What would like cited in your letter as evidence of your leadership ability?
- G. What makes you different from other students?
- H. Describe how you have demonstrated strong character (e.g. integrity, independence, loyalty, citizenship, self-discipline, willingness to work hard, kindness, commitment to high ideals, and care for others).
- I. Is there anything else that you feel would be important to include in your letter? Any additional qualities, anecdotes, circumstances, or background information that would give your letter writer insight as to who you are?



