

**Request Form for
Letter of Recommendation**

(Please print or type)

Name on application(s) _____

Name you went by in class if different _____

Home phone _____

Email _____

Current schedule

Period	Subject	Teacher

You were a member of my class for what subject(s)? List and fill in grades and year.

Subject	School year	Sem1 grade	Sem2 grade

Did you take the AP Calculus exam? _____ If so, what was your score? _____

What are you planning on majoring in and why?

Describe an interesting, funny, or memorable event, lesson, or activity that took place while a student in my class.

List the colleges and the due dates for which you are requesting a letter.

IMPORTANT: PLEASE ALLOW 2-3 WEEKS FOR LETTER(S) TO BE WRITTEN !!

College	Special info	Due date

Include in the packet:

- ✓ Senior profile sheet
- ✓ Copy of your transcript
- ✓ UC essays
- ✓ All necessary forms
- ✓ Stamped, addressed envelopes (return address: J Brose, DBHS, 21400E Pathfinder Road, Diamond Bar, CA 91765)

Feel free to email me to see if I have completed your letter of recommendation at jbrose@socal.rr.com