

# Bayonne High School Guidance Department

## Teacher Recommendation Form

Student's Name: \_\_\_\_\_ ID Number: \_\_\_\_\_

Counselor's Name: \_\_\_\_\_

**Application Type** (Check one): \_\_\_\_ Early Decision \_\_\_\_ Early Action \_\_\_\_ Regular Decision

**Name of Teacher:** \_\_\_\_\_

**Course(s) Taken with this Teacher:** \_\_\_\_\_

**Intended Major:** \_\_\_\_\_

**Teacher Recommendations should be uploaded into Naviance by:** \_\_\_\_\_

### **Student Directions:**

To prepare for your teacher recommendation requests, please complete the following tasks:

- Meet with the teachers you are planning on asking and communicate why you think they should write you a letter. Complete this task at least four (4) weeks prior to the requested due date.
- Compose your responses to the following questions/prompts. It is recommended that your responses be typed.
- Thank your teacher!
- Provide your teacher with the BHS Teacher Recommendation Form (this form) and the form specific to the college to which you are applying (if applicable).

➤ **These questions must be answered completely to be considered for recommendations.**

➤ **Thorough responses demonstrate your ambition to be a successful college candidate.**

### **Questions/Prompts:**

1. Explain why this recommendation should be written for you. List three adjectives to describe yourself as a student in this class. Provide examples to illustrate them. (You may not use hardworking, respectable or dedicated).
2. Describe the best piece of work (paper, lab report, oral presentation, group project, etc.) completed in this class.
3. Explain in particular a moment or experience that challenged you in this class.
4. Describe a particular moment or experience that challenged you in this class.
5. Describe a particular instance when you were a strong collaborator in a group project.
6. Cite an instance when you were an effective communicator in this class? In a written assignment? In an oral presentation or discussion?
7. Describe a particular assignment or skill in which you excelled during the year. Why do you think you reached success in these areas?
8. In retrospect, what could you have done to make this class more meaningful to you?
9. Write one paragraph about what makes you unique in comparison to other students with similar achievements.
10. Evaluate your time management skills and your daily preparation for this class.

### **Teacher Information:**

Your unique observations of this student are an integral component of the college application process. In accepting this task, please be aware that this student has a deadline for all application materials indicated above. Upon completion of your letter, please upload your letter and Teacher Evaluation in Naviance.