**West Orange High School Counselor Recommendation Profile**

**Please allow at least two weeks for your recommendation letter to be completed**

Complete this profile thoroughly and as accurately as possible. The information you provide will be used to assist in writing a personal recommendation letter for you for colleges, scholarships, and other programs. Provide specific details and give attention to **both** in school and out of school activities.

**Student Name**:

**E-mail**:

**This recommendation letter is for**:

1. Are there any unique circumstances or challenges you have faced outside of the classroom, and how did you overcome them?
2. Describe a time that you went above and beyond what was required or expected of you.
3. What are you passionate about?
4. List up to five **school** clubs/organizations/sports you belong to (how many years) ***AND*** any leadership/elected/appointed offices you held in them. \*Add a brief description about what you did within each club/organization. (Resume and/or additional pages may be attached)
5. List up to five **out-of-school** activities, such as community service organization(s), church involvement, dance, Scouts, employment job(s), etc (how many years)… \*Add a brief description about what you did within each activity. (Resume and/or additional pages may be attached)
6. Describe up to five Honors, awards, prizes or recognitions that you have received. Please list them in the order of importance.
7. What are your academic interests and/or areas that you might like to study in college? Why?
   1. How have you explored this interest?
   2. How do you plan to further explore this area in college?
8. If applicable, provide other information that you feel is important and should be included in a recommendation letter.