

FLEX Sept 7 Counselor and Teacher LOR Session

Please sign in using the QR code

Letters of Recommendation

What, When, How and Why?

What letters do I need?

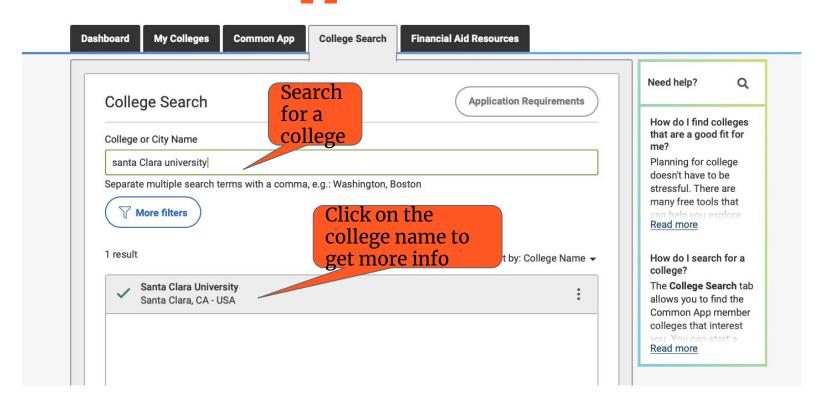
 Many Private Colleges and Out of State public colleges require letters of recommendation

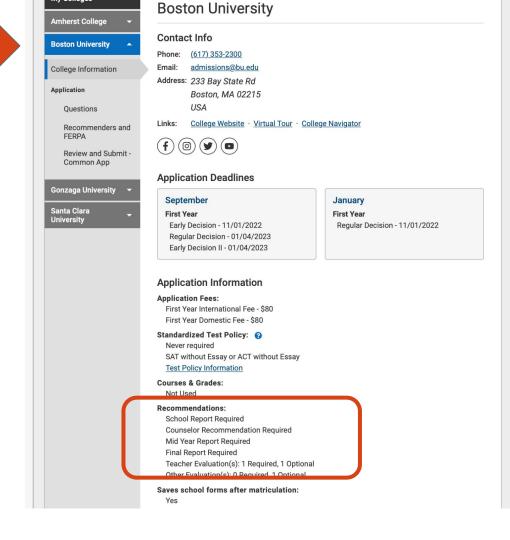
 Check Common Application <u>website</u> and individual college websites to see if you need letters of recommendation from teachers and/or counselors

 Check Individual School websites to see if they have specific requirements for teacher letters of recommendation

UC/CSU campuses DO NOT accept letters of recommendation!

How to check recommendation requirements in Common App





Can a college see the list of colleges on the My Colleges list?

A school cannot view any other schools on your **My Colleges** list and does not receive any information

Read more

When is the deadline for my application submission?

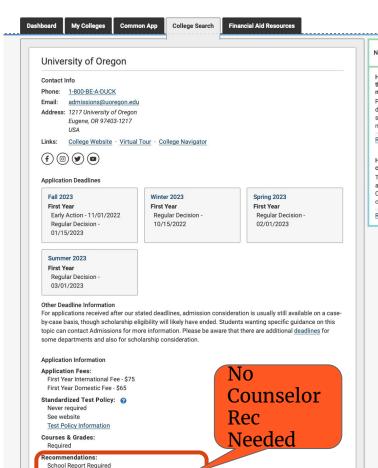
submission?

To meet an application deadline, you must submit your application materials by 11:59 pm on the Read more

What is the min/max word count for the essays on the Questions page or Writing Supplement?

Each school has different requirements/word counts for their essay questions, so be sure to check the

Read more



Final Report Required

Teacher Evaluation(s): 0 Required, 2 Optional Other Evaluation(s): 0 Required, 1 Optional Saves school forms after matriculation: Need help? Q How do I find colleges that are a good fit for Planning for college doesn't have to be stressful. There are many free tools that Read more How do I search for a college? The College Search tab allows you to find the Common App member colleges that interest Read more

When & how do I need to request my letters?

Teacher Letters:

- Reach out to teachers as soon as possible (if you haven't already asked)
- Initial request should be IN PERSON!
- Follow up with any necessary materials your teacher needs

Counselor Letters:

- Email your counselor or stop by in person to request a letter
- Complete the Letter of Rec Survey in Naviance
- Create a Resume in Naviance (or use one you already have)
- Notify your counselor AT LEAST three weeks before your first deadline

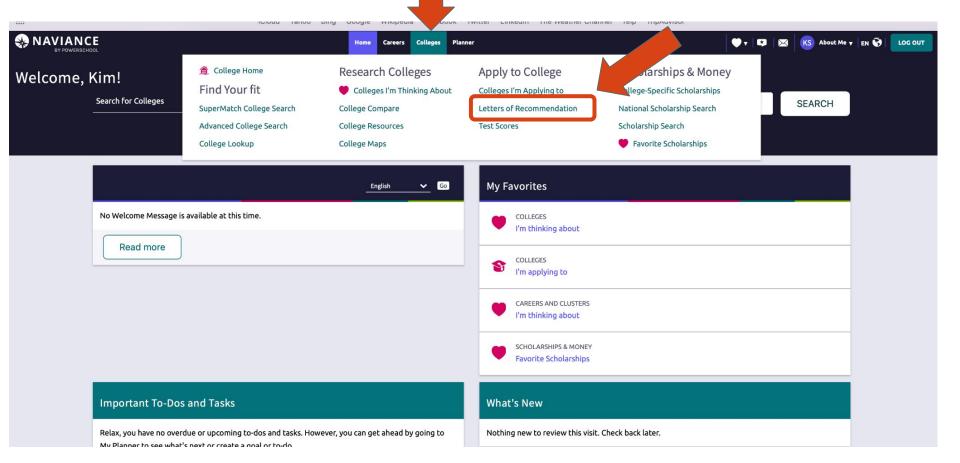
How to Add Teacher Recommendation Requests in Naviance

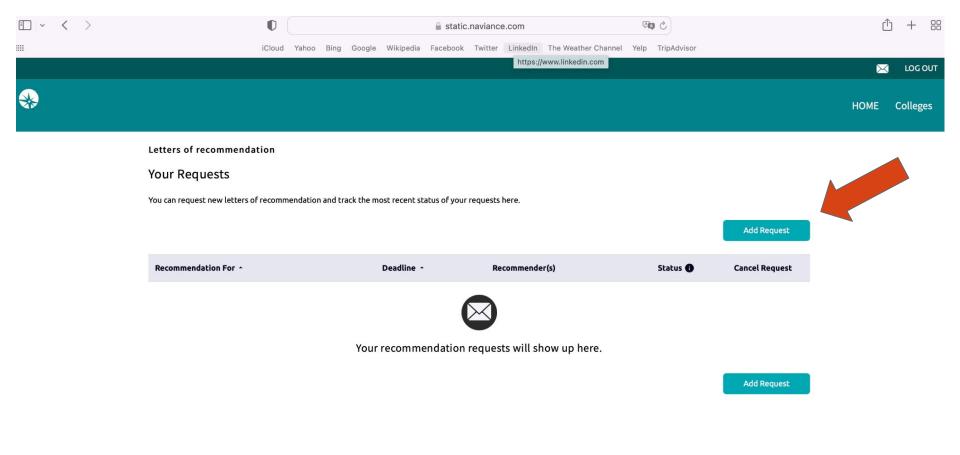
• Match Your Common Application Account with your Naviance Account – see slides from Mrs. Rasor

Add the teacher requests in Naviance

 Specify which schools you would like each teacher to submit the letter to in the dropdown box

Teacher Letters







Letters of recommendation

Add new request

Here you can ask a teacher to write you a letter of recommendation. Make sure you give your teachers plenty of time to write your recommendations!



1. Who would you like to write this recommendation?*



2. Select the recommendation request type:*

Looks like you don't have colleges in your Colleges I'm Applying To list yet. Click here to add.

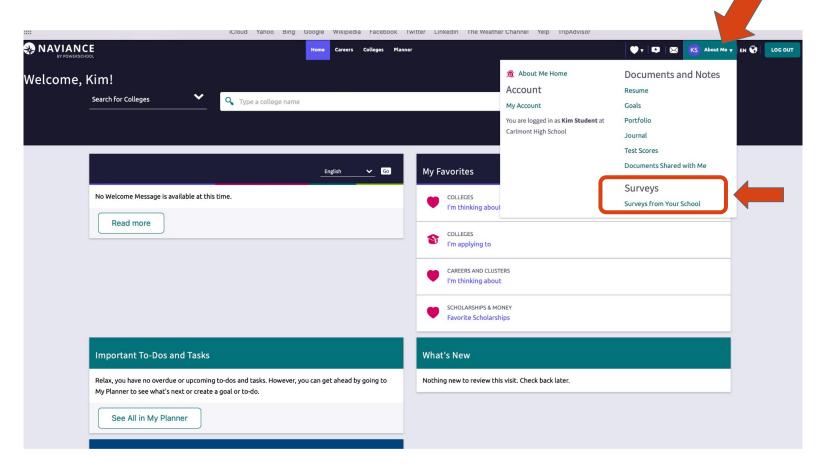
3. Include a personal note to remind your recommender about your great qualities and any specifics about your request:

Thank you so much for your willingness to write my letter of recommendation. Please let me know if you need any additional information from me! I really appreciate your time and help!

2813 characters remaining

Cancel Submit Request

Counselor Letter



Colleges Careers Connections Analytics

10.

11.

13.

15.

List any courses taken outside of Carlmont that are NOT listed on your transcript. Be sure to list when and where you took them and why you chose to take a course outside of Carlmont. What did you lease inform us of anything special that needs to be explained about your transcript such as, inconsistencies, scheduling conflicts, mid-year level changes or withdrawing from a course.

What is your parent or guardian's highest education level?

What do you plan to study in college and what influenced/motivated you to go into this field?

Think back during your freshman year to now as a senior, can you tell me how you have grown either academically or personally over the years?

Describe your dream job and why it is your dream.

Provide five adjectives that describe you. Which adjective is the most important one to you and why?

Are there any circumstances outside of school that have interfered with your academic performance or life? Consider family, health challenges, after school responsibilities, moving, cultural difference strategies to overcome these?

What do you do in your free time on the weekends or the summer?

Reflecting on quarantine and distance learning or recent world events, was there anything that particularly impacted you and how? Did this inspire you to action or changes?

Have you traveled or lived in a place that has had a considerable influence on you and how? If not, please feel free to share a family or community experience that has influenced you.

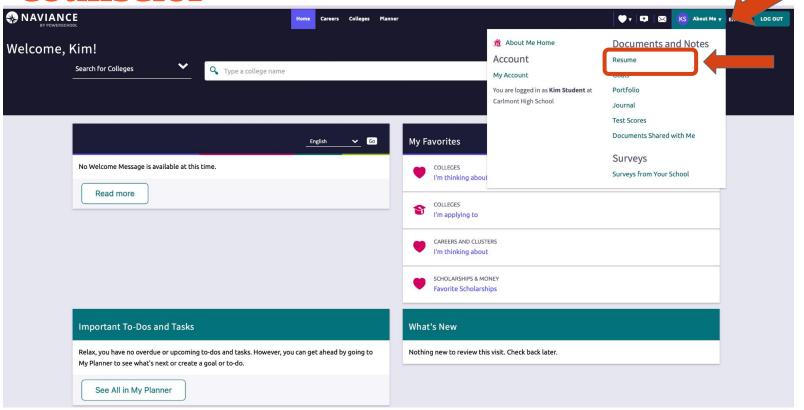
What was your most meaningful volunteer or work experience? Why?

What do you consider your greatest asset and why? And/or what are you most proud of?

What else would you like your top choice college to know about you?

Please provide your cell phone number in case we need additional information or need to follow up.

Complete your Resume or email one to your counselor



Why do I need Letters of Rec? Teacher vs. Counselor Letters

Teacher Letter

- Speaks to your impact on the classroom learning environment
- May reference to specific classroom projects/assignments
- Your work ethic in the classroom
- Overcoming challenges/obstacles in the classroom
- YOU AS A STUDENT

Counselor Letter

- Contribution to school and outside community
- Personal obstacles that you've overcome
- Exceptional circumstances or background
- Growth as a person throughout high school
- YOU AS A PERSON

Do's and Don'ts

DO

- Read your emails!
- Ask early
- Complete all questionnaires thoroughly and early
- Check your Common App to see if letters have been submitted
- Thank your recommenders
- Let your recommenders know your results
- Ask questions! We're here to help

DON'T

- Change deadlines without speaking to your recommenders (teachers and counselor)
- Ask for recommendations "just in case"
- Ask more teachers for recommendations than you need

QUESTIONS???