

Letter of Recommendation Information Sheet

Name _____ Graduation Date _____

I.S. Advisor _____ Major _____

Campus Box # _____ Cell Phone Number _____

Please provide the following information:

1. List of schools to which you are applying and deadline for each school:

School and Deadline

School and Deadline

2. Recommendation Form

(We strongly recommend that you waive your right to read the letter, if given the option.)

3. Unofficial copy of The College of Wooster transcript

4. Resume (curriculum vitae)

5. Personal statement (most recent draft)

6. List of courses you have taken with me:

Course

Semester

Year

Grade

7. Standardized test scores GRE: _____ LSAT: _____ MCAT: _____

8. Activities

9. Awards (academic, civil, sports)

10. Employment and Internships

11. Any other topics you would like me to address in the letter