Cactus Student Profile Sheet

For Letters of Recommendation

*Students will complete this form to accompany any request for a letter of recommendation for any staff member.*

***All forms must be turned in two weeks before the deadline for college and scholarship applications****.*

***Expand each section as needed as you type in your answers.***

**General Student Information**

Print Full Legal Student Name: Click here to enter text. Date: Click here to enter text.

Email Address: Click here to enter text. Student Cell: Click here to enter text.

**A. List your high school and outside activities *in order of importance* to you**. (Include all extra-curricular activities such as: athletics, clubs, Student Council, publications, special events, awards and also volunteer activities, committees, church activities. Organize it as shown below.) \***Please note -** Describe work experience and summer activities in subsequent sections, “H” and “I”.

**Activity, Sport, Award or Accomplishment Grade Level(s) Description of Involvement & importance to you**

Click here to enter text.

**B. Honors and Awards** (List community and school awards you received during high school. These include Student of the Month, Captain of an Athletic team, Publication Awards, etc. Organize your response as shown below. )

**Prize or Award Title Grade Level Selection Process**

Click here to enter text.

**C. Special Interests and Hobbies** (Describe the activities you enjoy doing outside school and what you like about those activities. Activities include playing a musical instrument, skiing, hiking, mountain biking, painting, taking photographs, writing stories, etc.)

Click here to enter text.

**D. Community Service** (List volunteer activities in which you have participated during high school. Community service may include Humane Society, Public Library, Site Council, Relay for Life, Model UN, Key Club and NHS activities. Be specific! Use another sheet of paper if you require more room and attach it.)

**Organization Grade Level Describe Activities**

Click here to enter text.

**Total Number** of Community Service Hours: Click here to enter text.

**E. Affiliations** (List any organizations or clubs with which you are affiliated. E.g.: Elks, Kiwanis, Lions, Masons, Rotary, etc.

Click here to enter text.

**F. Work Experience** (If you have been employed **during any high school academic year**, please list those experiences in order of importance to you. Organize your response as shown below.) \***Please note -** Summer jobs should be listed in next section, “I”.)

**Job Title Employer Dates of Employment Approximate Hours per Week**

Click here to enter text.

**G. Enrichment Activities** (List any educational or leadership enrichment programs, and/or volunteer jobs you’ve participated in. Organize your response as shown below.)

**Time Frame Activity or Job Title Length of Time** (i.e.: one week) **Benefits to you/What you Learned**

Click here to enter text.

**H. Personal Attributes/Strengths** (Describe yourself for the reviewer. *Be specific and remember that your letter writer and/or scholarship person wants to truly know you and what you are like in academic and extra-curricular areas*.)

* The three qualities that you like best about yourself are…? Fully explain.

Click here to enter text.

* What leadership qualities do you possess? Give specific examples of each leadership activity.

Click here to enter text.

**I. Key Questions**

* To what colleges have you applied? Why?

Click here to enter text.

* What are you planning to study/major in during college, and why did you choose this subject area?

Click here to enter text.

* What do you envision yourself doing *after* graduating from college?

Click here to enter text.

* Out of all of your accomplishments above, which one means the most to you and why?

Click here to enter text.

* What are your strengths in each of the following academic areas: English/History, Math/Science, Electives? Provide examples for each.

Click here to enter text.

* Where have you made the biggest difference in your high school and/or community over the past four years? Again, be really specific. Discuss how you know you made a difference.

Click here to enter text.

* What obstacle have you overcome and how would that tell a reader something important about you as an individual?

Click here to enter text.

* What else would you like a scholarship or admission committee to know about you?

Click here to enter text.