TEACHER RECOMMENDATION REQUEST FORM

PRIOR to giving your teacher this request form, you MUST submit a Transcript Release Form to your School Counselor. After the Transcript Release Form is processed you should log onto your Naviance account and send the "Letter of Recommendation Request" to the teachers you have asked to write recommendations for you. This allows the teachers to upload and submit their letters of recommendation to the colleges.

Name of student _____ **Date** _____

E-mail _____ **School Counselor** _____

NAME OF COLLEGE AND LOCATION OF COLLEGE	DEADLINE DATE	APPLICATION TYPE • EA • ED, EDI, EDII • REGULAR • ROLLING • PRIORITY	DID YOU USE THE 1. COMMON APP 2. COALITION APP 3. SCHOOL SPECIFIC APP