

College To-Do Instructions

STEP 7- Teacher Recommendations

1. Finish your college essay.
2. Finish your college resume.
3. Obtain the letter of recommendation form from your applications. (If you are using a letter of rec. from this person for more than one school, get them all at once)
4. Write a note asking for a letter of recommendation. SEE SAMPLE.
5. Attach the application form, your essay and your resume to an addressed envelope.
6. Collect the letter in two weeks.
7. Write a Thank You Note.

Who I asked	Schools	Date Dropped off	Date Picked Up

