



PROVIDENCE CATHOLIC HIGH SCHOOL

1800 W. Lincoln Highway • New Lenox, Illinois 60451 • (815) 485-2136 • www.providencecatholic.org

COUNSELING DEPARTMENT

College Planning & Letter of Recommendation Packet

Date Received by Counseling Department: _____

PCHS College Counselor: _____

| | |
|------------------|-------------|
| Full Legal Name: | |
| Home Phone: | Cell Phone: |
| Street Address: | |
| City: | Zip Code: |
| Email Address: | |

- The following information will be used to complete school report forms or a letter of recommendation. The information will be used solely for this purpose. Please type or print legibly and be as detailed as possible; the more information you provide the more comprehensive the letter will be.
- **Ask one or both of your parents/guardians to complete the "Parent Brag Sheet." (see pages 6 & 7) This can be submitted separately from this packet.**

List the colleges/universities you are interested in.

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|-----------------------------------------------------------------------------|
| Intended major or area of interest: |
|-----------------------------------------------------------------------------|

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|---------------------------------------------------------------------------------|
| Career thoughts/interests/future goals: |
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Please list below school related honors and/or awards received (please describe if not obvious):

| | |
|----------|--|
| Grade 9 | |
| Grade 10 | |
| Grade 11 | |
| Grade 12 | |

Please list below honors and/or awards received through community involvement, etc. outside of school:

| | |
|----------|--|
| Grade 9 | |
| Grade 10 | |
| Grade 11 | |
| Grade 12 | |

Athletics, Activities, Clubs, Service, Leadership, and Employment

School Athletics/Activities/Clubs: List the school activities you have been involved in during high school.

Include offices held, positions played, championships won, years involved, etc. If necessary, attach an activities resume.

| Sport/Activity/Club | Position/Offices Held | Grades Involved | Additional Information |
|---------------------|-----------------------|-----------------|------------------------|
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Community Activities: List the community activities and service you have been involved in during high school.

Include offices held, your role, length of involvement and how you contributed. (Ex: volunteer work, tutoring, church, etc.)

| Activity/Service | Position/Offices Held | Grades Involved | Additional Information |
|------------------|-----------------------|-----------------|------------------------|
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Describe what you believe to be the most important contribution you have made to your high school or community.

Leadership Opportunities: List any opportunities and/or experiences you have had that allowed you to take on a leadership role. Identify your leadership skills with examples of where and what you have contributed.

Employment Experience: Please list below any paid positions you have or have had while in high school including the position, hours worked per week, and duties. Also, please briefly explain why you work.

List below any special interests, hobbies, or talents you have and the length of involvement.

| Hobby, Talent, Special Interest | Length of Involvement |
|---------------------------------|-----------------------|
| | |



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What special circumstances, events, or disabilities, if any, have had a significant or unique (either positive or negative) impact on you and/or your grades. Please explain in detail.

Do you think your transcript accurately reflects your academic ability and effort for college admission? What does your transcript say about you? What questions might your transcript suggest that should be addressed? Please explain.

List 3 - 5 words that best describe you and explain why you chose them.



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OPTIONAL: Is there any additional information that you would like to share? Below are some ideas for you to think about. Choose one or more. Answer thoroughly on a separate sheet of paper. Your answers should be typed.

1. Describe something unique about yourself that you would want people to know.
2. If money were not an issue, what job or career would you pursue and why?
3. Describe your greatest moment at Providence Catholic High School.
4. Describe something you are deeply passionate about and explain why.
5. How would you like to see yourself grow over the next four years?
6. What do you do in your spare time?
7. Why have you chosen the volunteer or community service work that you have pursued? Why is it meaningful to you?
8. Who has had the greatest impact on your development and why?
9. What might your teachers say are your greatest strengths and shortcomings?
10. Identify a challenge you anticipate encountering in college. Explain how you would overcome the challenge.
11. What do you feel you will contribute to the community of students at the college you will attend.



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PARENT BRAG SHEET

(Please note: These two pages may be submitted separately from the student's College Planning Packet.)

Name of Student:

What do you consider to be the most outstanding accomplishments of your son/daughter while in high school? Please explain.

In what area has your son/daughter shown the most development and growth during high school? Please explain.

What do you consider to be your son's/daughter's most outstanding personality trait? Please explain.



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Please share several adjectives which best describe your son/daughter. Please explain.

Please explain any special vacations/outings/experiences that have impacted the direction of your son's/daughter's life.

Please explain any unusual or personal circumstances which may have affected your son's/daughter's educational or personal experience in high school.

Please feel free to attach additional comments if necessary.

Name of person completing this form: _____

Relationship to Student: _____

5/2017