

PORTOLA HIGH SCHOOL

Home of the Bulldogs

Where every learner belongs, contributes and thrives

Summer Program/Institute Recommendation Request

Important LOR Directions: This form must be submitted in person to discuss the items below. All items below should be filled out completely before requesting a LOR. This letter will focus on the academic work within this course (unless submitting to a club advisor).	Important Deadline Information: This form should be submitted 30 days before the letter is due and at least 14 days before the letter is due. Faculty members have a 30 student cap on for LOR. The earlier you ask, the better.
Student Name:	Student ID:
Teacher Requesting:	Deadline Date:

Submission Directions (website, seperate letter, both, etc.):
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List all the teachers and subjects you are requesting for a LOR:	
Teacher	Subject

List the summer program of study:	
Program	Location

Please answer the prompts below in paragraph form.

Please explain why you are interested in this program?

List 3-4 personal characteristics that would add value to this program.

List personal examples that demonstrate your progress throughout the course(s).

Other: