

**RECOMMENDATION LETTERS:**

I would request you to kindly fill the Student Self-Assessment Form , complete in all respects and submit the soft copy to the Career Counsellor: [ashmi.p\\_win@gemsedu.com](mailto:ashmi.p_win@gemsedu.com) or [mohamednisar.v\\_win@gemsedu.com](mailto:mohamednisar.v_win@gemsedu.com). FILL IN BLACK COLOUR , FONT ARIAL , SIZE 12.

**STUDENT SELF ASSESSMENT FORM**

**PERSONAL DETAILS:**

Name (Full as sent to CIE / Passport):.....

YEAR: .....

Sec.:.....

**Date of Birth:** ..... **Date Of Joining Winchester :** .....

Phone No: .....

This form will assist in writing your Recommendation Letter and would also help you write your **Personal Statement**.

It is advisable to be very specific with reference to the details that you give and do not exaggerate anything.

1. List your IGCSE, AS level grades and any academic accomplishments.
2. Describe the academic accomplishment you are most proud of, and explain why you take pride in it.
3. What kind of learner are you? What interests you? What are your skills ?
4. List three of your most distinguishing or most admirable qualities. Explain each in several sentences.
5. In or out of school, which awards and honors have you received? Which elected offices have you held?
6. School activities: List the activities you have participated in, the number of years, and the time spent, and what you have gained or learned from each activity. Consider artistic, athletic, literary, community service, and leadership positions.
7. Which activity was the most important to you? Why?
8. What do you consider your most important activities outside of school? (List training, paid for or voluntary work; charitable activities; hobbies; travel; music; art; and drama). Include the number of years of your involvement and the amount of time you spent on the activity weekly, and explain why this activity was significant to you.
9. What book(s)/movies/personality have had the greatest impact on you? Why? **OPTIONAL**

## TEACHERS LETTER OF RECOMMENDATION

(TWO SETS, FOR TWO TEACHERS) Please submit the soft copy to the teacher

Students's name: \_\_\_\_\_

Teacher's name: \_\_\_\_\_

The information on this form should only relate to your performance in the concerned teacher's class. Answer all Qs completely by giving specific evidence, avoid repetition. The more complete your answer is for each Question, the more effective your recommendation letter would be.

### Information for the teacher

1. Number of years this teacher has taught you and grades earned by you in that subject.
2. Why have you asked this particular teacher for a recommendation?
3. What do you hope this letter will show about you and your grades in that subject?
4. Describe your performance and contributions to this teacher's class, and support them with specific examples.
5. Describe how this class influenced you either through academic content or teacher interaction.
6. In reference to this class, what two 2 positive adjectives might this teacher use to describe you?
7. During high school, what were your subject related experiences? Explain what you learnt from this experience(s).
8. What will be your Major at college? Which career interest you? Also colleges/universities you tentatively plan to apply to.
9. Is there anything else you can share that might help this teacher write an effective recommendation for you?

**FOR PARENTS /GUARDIANS**

**Please submit the soft copy to the Career Counsellor**

Name of Student: \_\_\_\_\_

1. Please list specific colleges/universities you would like your child to learn about. Indicate any preferences you have for the location of your child's college.
2. What is the particular area of study interests of your child?
3. How do you view your child's actual academic progress so far?
4. What do you believe are your child's strengths in applying for college?
  - a. Academic strengths:
  - b. Other strengths:
5. Describe your child, specifically narrating events or anecdotes that characterize or illustrate your child's personality.
6. What experiences have shaped his or her personality?
7. What makes your child special?
8. Are there special circumstances you would like the college adviser to know about that would help with the college search?

Parent/Guardian Name(s): \_\_\_\_\_

Date: \_\_\_\_\_