AVID Seniors - Letter of Recommendation Request, Cover Letter to Teacher

Dear Mr./Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

I am writing to request a letter of recommendation from you. I thought you would be a good person to write a letter on my behalf because I really enjoyed your basket weaving class, we have connected over the last two years that I have been in the basket weaving club, and we share many of the same passions like knitting and marshmallow making which we have discussed at great lengths in the past. I am applying to St. Mary’s College, Santa Clara University, and University of San Diego and need letters for each of my applications.

In order to provide you with some more information about myself, I have included my resume as well as my unofficial high school transcript. Often teachers are asked to describe a student with some descriptive words. After careful consideration, I have thought of a few words that you might want to use to describe me. I consider myself *thoughtfu*l as demonstrated by my 500 hours of community service working with elderly animals of the Monterey Peninsula at the Senior Animal Center of Carmel (SACC) while in high school. Also, I think I am *creative* as shown through my own online business venture on Etsy in which I sell my handmade baskets. Up until this date, I have made approximately $100 in profit from my sales. Additionally, I am a *giving* person. I have committed to donating 10% of my sales of my baskets to the SACC in the hopes of helping aging animals receive the care they deserve in their advancing age.

I have chosen the above listed colleges/universities to apply to because they truly represent the educational experience I hope to have in college. All three schools are Catholic institutions and I would be supported in my faith, as well as, the ability to develop a greater understanding of new ideas and the opportunity to cultivate knowledge on new topics. All three schools champion groups that are underserved in society and I feel that I reflect the type of individuals who they would like to see attend their schools given my work with animals and in my church. I hope to major in Ancient Studies with a focus on the regions of Mesopotamia and Egypt in college. St. Mary’s College prides itself on allowing students the opportunity to think deeply to understand truths and this is exactly the educational experience I am looking for as I study ancient cultures and their cultural achievements. One aspect that really inspires me about Santa Clara University and the educational experience is how they look to solve problems of today through experience in the classroom and in the community. I enjoy learning by doing and being able to see my work in the everyday world and face real life challenges are what I’m looking for in my college experience. Lastly, the University of San Diego is a desirable university for me because, in the tradition of Catholic universities, it has service and social justice at the core of its mission. While studying in my major is very important to me, I also want to be involved in projects that promote growth within a community, both locally and globally. The resources that the University of San Diego has to offer its students, seems like a great fit for my passions of working within a community but also studying and volunteering abroad.

Thank you for considering writing a letter of recommendation for me. If you need any other resources to make this an easier process, please let me know.

Sincerely,

Juanita Jones