**College Rec Requirements for Mr. Harrison**

The following items are requested in a folder:

* A simple spreadsheet that identifies
	+ the 4-8 colleges and any scholarships to which you are definitely applying
	+ the Application Type (early decision, early action, or regular decision)
	+ Due Date
	+ Common Application (yes or no)
	+ Additional Information / Instructions (online only, mail only, etc.)
* A brief explanation for *each* of your college choices (what is the appeal each has for you?)
* An updated résuméthat highlights who you are outside of the classroom
* A letter of reflection by you highlighting a meaningful assignment / project or “Aha moment” experienced while in my English class (may include a concept that you struggled with but eventually learned)
* Stamped and addressed envelopes for each non-online recommendation (Return address should say “Mr. Scott Harrison, White Station High School, 514 S. Perkins Rd., Memphis, TN 38117”)
* Please send all Common App invites to ascottharrison@yahoo.com ***PLEASE DO NOT USE MY SCS E-MAIL ADDRESS!***

Additionally, for colleges to take any recommendation seriously, you **must** waive your rights for later review. Most applications have a simple check box with a signature line. Most White Station teachers will not write a recommendation that is not likely to be read by a college.

Please provide all of your materials to me at one time.

I will need 4-6 weeks in advance of your first deadline to write a quality recommendation.

Thank you for honoring me with your request!

Mr. Harrison