**Summer Program Rec Requirements for Mr. Harrison**

The following items are needed before I can complete a recommendation for a summer program (please type):

* A basic description of the program (name, location, associated website, length of stay)
* A *brief* explanation for *why* you want to attend this program (what do you hope to gain?)
* A *brief* résuméthat highlights who you are outside of the classroom (sports, clubs, service groups, outside organizations, job, leadership, etc.). You can do this with bullet points.
* A *short* paragraph explaining why you’ve asked me to write for you (as opposed to another teacher).
* Name of counselor who is collecting and mailing your materials to the program (if recommendation is to be submitted online, send an invite to me at [ascottharrison@yahoo.com](mailto:ascottharrison@yahoo.com))

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

I generally need 2-3 weeks in advance of your deadline to write a quality recommendation.

Thank you for honoring me with your request!

Mr. Harrison