**Sample Letter to Provide to Recommending Teachers**

Hi Mr.s Bisera,

Thank you so much for agreeing to write a college letter of recommendation on my behalf!

As I mentioned to you on the personal profile, I am applying to UCLA, UC-Berkley, and possibly Miramar or Mesa College. UC schools do not need letters of recommendation. Mesa and Miramar College do need a letter of recommendation for their process. A recommendation letter would be lovely for scholarship opportunities.

The reason I asked you to be my recommender is because I loved your AP English class, and because you are familiar with my work ethic and academic abilities. Below are a few things I will always remember from your class and I hope they will help make writing my letter easier:

* I loved having discussions in your class. The great thing about it too is that you could have taught the class without giving us time to have discussions, but you did not. I understood the purpose of it right when we began. I can say it was the first time I was actually interested in other’s opinions as I can respond to them and have a continuous discussion about the topic. The topics we were discussing were - most of the time - serious topics. I loved having discussions in AP Language as it also provided insight into what kind of perspective I should hold in an argument whenever I was lost (very rare times). It was a very unique aspect compared to other classes.
* I asked for help whenever I received a rather bad grade, although I knew that the grade I already received was not going to change. I found ways to improve through asking you questions.
* 95% I volunteered to put back all of the chromebooks from my table.
* I do also find myself beginning with the discussions. Something that also happens rather automatically is that I actually ask people to share their opinion if I feel like they are not contributing, thus keeping everyone in the group involved. A sense of holding a leadership is present most of the time.

I hope these points are helpful to you as you write the letter; however, do feel free to focus on other topics related to my in-class performance that you think the college might like to know.

Again, thank you for your time. I know how busy you are and I really appreciate your help.

Please let me know if you have any questions or if I can be of any help – suzystudent@gmail.com

With gratitude,

Suzy