Mr. Crane

**Recommendation Requirements**

**\_\_\_\_1) Brag sheet checklist**

* 1. The clubs, sports, jobs, hobbies and community service you take part in.
	2. Include any awards in school or the community you have received.
	3. A project or moment you remember fondly about our class. (This should be something I can use to write about in my letter.)
	4. Major goals for the future. (college and beyond)
	5. Any special reason why you want to go to a specific college?
	6. Other details about you. What makes you unique? School Spirit? Do you help out around the house? With elderly neighbors? Watch your brother, sister, or great grandma? Are you an environmentalist? An animal lover? Who are you?

Wrack you brain! Did you take part in Spirit Fest? Walk Against Cancer? Mentor young kids? Details make the difference.

You can be friendly in your email to me, but show this is important too.

Capitalize and Punctuate!!!

Good luck out there. This process can be a pain in the butt, but it’s worth it. This is your future. Set yourself apart.

MC

PS- If you need envelopes sent out, just email me the details and we will work it out.