

# ECOLE SALISH SECONDARY

## REQUEST FOR A REFERENCE LETTER

*for External Scholarships (i.e. SD36, organization and community scholarships)*

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Your full name: \_\_\_\_\_ Student #: \_\_\_\_\_

Today's date: \_\_\_\_\_ Date letter is required: \_\_\_\_\_

Which scholarship/s is the reference letter for?

\_\_\_\_\_

What is the scholarship criteria? (What should the referee speak to in the letter?)

\_\_\_\_\_

To what organization is the reference going?

\_\_\_\_\_  
\_\_\_\_\_

To whom and where is the reference to be addressed?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What courses are you taking this year? (Specify course name, grade level and current mark.)

SEM 1

SEM 2

_____	_____
_____	_____
_____	_____
_____	_____

Please attach a completed *Salish Activities Spreadsheet* to outline all of your school, community, leadership activities, and any awards/certifications received.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Circle any words below which might describe you in any of the above situations. Add other words that describe you.

motivated	reliable	academic	sincere	cheerful	enthusiastic	caring
punctual	responsible	takes initiative	dedicated	resilient	hardworking	
team player	sociable	reliable	risk taker	excellent communication skills		

Write a paragraph that describes you. *Focus on the positive.*

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What are your post-secondary plans? Are you planning to attend university or college? What program do you intend to study? What is/are your career goals at this time?

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Please include any other information that you feel is helpful for this reference letter.

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If applicable, please explain why your family is in financial need.

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