**Letters of Recommendation**

Please consider asking a teaching to write your letter, who represents your intended area of study.

If you ask me to write a letter for you, I will need the following emailed to me:

1.) Write a paragraph that contains your academic and sports success at PHS

2.) Write a second paragraph on your community service and how you plan to give back to your community after you graduate.

3.) Include your area of focus or what your plans are when your plans are when you graduate.

4.) I will need two to three weeks to get a letter finished.

*Thanks for helping me to make your letter reflect who you are, so others will appreciate you like I do :)*