



ACADEMY OF AMERICAN STUDIES



William C. Bassell, Principal

North Campus: 28-01 41 Avenue Long Island City, NY 11101 (718) 361-8786 / Fax--(718) 361-8832
South Campus: 28-04 41 Avenue Long Island City, NY 11101 (718) 433-2556 / Fax-- (718) 937-4159

Mark Solkoff, Asst. Principal
Nina Cohen, Asst. Principal
Joanne Black, Asst. Principal
Jason Vanderwalker, Asst. Principal
Brian Mayer, Asst. Principal

Teacher Recommendation Form

Instructions for students: This form should be submitted to the staff member(s) you are requesting a letter of recommendation from. Keep in mind that you should not ask more than the necessary amount of teachers for your applications.

Be sure that you choose the teachers who know you the best. The College Team will not take five or six letters and select the best ones. Carefully decide which teacher(s) you think can give an honest evaluation that will reflect your best work and high school experiences. There is no need for more than three letters of recommendation.

Direct all questions or concerns regarding recommendation letters to your College Team Representative, or Mr. Canela, the College Advisor.

Student Name: _____ **Date:** _____

Date Recommendation Letter is Needed By: _____

School(s) Applying To: _____

Other teachers you plan on asking for a recommendation letter: _____

Note: In addition to this request form, students applying to schools using the COMMON APPLICATION must also invite teachers/counselor to submit a letter of recommendation electronically. You can invite Teachers/Counselor to submit letters of recommendation electronically through the Common Application under SCHOOL FORMS.

Instructions for staff members: In addition to submitting a signed hard copy to the College Office, please email a copy of your letter of recommendation to Mr. Canela for the purpose of electronic uploading for specific colleges / universities.