**If your student needs a school counselor letter of recommendation,**

**email the below information to your child’s school counselor**

**by September 8, 2020.**

**Parent/Guardian Information Form**

**James Madison High School**

**8/17/2020**

**Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Please take some time to share your insights about your child that will aid the counselor in writing a letter of recommendation on your child’s behalf. We have found that parents/guardians know their child best and often provide excellent information that we can use to write a much richer recommendation letter.*

***Please be aware that by completing this form, you are giving the counselor permission to share any of the information with the colleges.***

1. How would members of your community (teachers, close friends, family, church leaders, etc.) describe your child?
2. Are there any unusual circumstances that have affected your child’s education? If yes, describe how your child has overcome obstacles or demonstrated strength, courage, or resiliency.
3. Describe how your child has matured throughout high school.
4. Share a story about your child that depicts his or her character.
5. What do you enjoy most about your child?
6. Is there any other information you would like to share with the school counselor to portray an accurate description of your child to colleges and universities?

**Please email this information directly to your child’s school counselor:**

**Student Last Name     Counselor Name       Counselor Email**

A-Cha Cynthia Coogan [cbcoogan@fcps.edu](mailto:cbcoogan@fcps.edu)

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Fr-Ji Alex Gorman [apgorman@fcps.edu](mailto:apgorman@fcps.edu)

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