

Office of Undergraduate Admissions
1220 Student Activities Building
515 East Jefferson Street
Ann Arbor, MI 48109-1316
734.764.7433
fax 734.936.0740
www.admissions.umich.edu

STEP 7: Obtain your counselor recommendation

COUNSELOR RECOMMENDATION

Instructions for the student—Complete **PART 1**, and submit this form to your guidance counselor or principal to complete the remaining sections. Provide the counselor with a stamped envelope addressed to: Office of Undergraduate Admissions, 1220 Student Activities Building, 515 East Jefferson St., Ann Arbor, MI 48109-1316. The counselor may either return the recommendation to you in the sealed envelope, or mail it in to us separately.

PART 1 To be filled out by the student

Name: _____ Social Security number: _____
last first middle

U-M ID number (if known): _____ Birth date: _____ Gender: _____
month/day/year

High school name: _____ City: _____ State: _____ Zip code: _____

University of Michigan school or college you are applying to: _____

Instructions for the counselor—Complete **PARTS 2, 3, and 4**. After completion, sign and **return with this student's high school transcript**, a copy of his/her senior schedule, and a high school profile (if available). You may fill out the recommendation form and/or include a separate letter of recommendation.

PART 2 To be filled out by the counselor

CLASS RANK AND GPA

This student's graduation date: _____
month/year

This student ranks _____ in a class of _____

We do not rank.

If precise rank is unavailable, indicate decile or percentile rank from the top _____

How many other students share this rank? _____

How many rank above this student? _____

What is this student's GPA? weighted: / _____
unweighted: ____ / ____

What is the highest GPA in the class? ____ / ____

Rank and GPA cover a period from _____
month/year
to _____
month/year

I support the need for an application fee waiver.

How rigorous has this student's academic program been, within the context of opportunities available at your school?

outstanding in all areas	rigorous in some areas (comment below)	above average in all areas	above average in some areas (comment below)	average in all areas	average in some areas (comment below)	below average
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Explain your grading scale: _____

Has the student ever been placed on probation or dismissed from school for academic or disciplinary reasons or incurred other formal disciplinary action? Yes No

CHARACTER AND PERSONALITY

Please assess the personal qualities of this student by checking the most appropriate box for each item listed below.

	insufficient basis for judgement	exceptional (one of the top few ever encountered)	outstanding (top 5% this year)	excellent (top 10% this year)	good (above average)	average	below average
Academic motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extracurricular involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commitment to service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to interact w/different groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Positive impact on others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect accorded by faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect accorded by peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Independence and initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Character and academic integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How long have you known this student?

Do you know of any socio-economic, personal, or educational circumstance that may have affected this student's academic achievement, either positively or negatively? Yes No

Please comment: _____

Is the applicant's academic record a true reflection of his/her ability? Yes No

Please comment: _____

PART 3 To be filled out by the counselor

HIGH SCHOOL INFORMATION

If more than one student from your high school is applying to the University of Michigan, please feel free to copy this side of the form so that you don't have to rewrite the high school information for each student. Only the information in Parts 1 and 2 will vary by student.

High school name: _____ <input type="checkbox"/> Public <input type="checkbox"/> Private School website: _____ Accredited by: _____ ACT/SAT H.S. code: _____ Grade required for passing: _____ Does your school use a block schedule? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what type? _____	How does your high school designate the following courses on your transcript? Advanced Placement: _____ International Baccalaureate: _____ Honors: _____ Total number of courses offered: Advanced Placement: _____ International Baccalaureate: _____ Number of honors courses offered (other than AP/IB Courses): _____ Does your school have a community service requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the requirement and has this student met or surpassed it? _____	Last year's school average ACT score: Composite: _____ Last year's school average SAT score: Critical Reading: _____ Math: _____ Writing: _____ Total: _____ Of this student's graduating class approximately _____ % plan to attend a four-year college _____ % plan to attend a two-year college
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PART 4 To be filled out by the counselor

COUNSELOR INFORMATION

Name: _____ Title: _____

Email: _____

Phone: _____ Fax: _____

Full Mailing Address of High School: _____

School Email: _____

Signature: _____ Date: _____

Please attach your high school profile, if available. If you are not writing a letter of recommendation, please consider giving us a few bullet points of information regarding the student's potential for academic success: his/her involvement in school and community activities; a description of his/her personal qualities such as level of academic maturity, appreciation for diversity, and leadership qualities; or any other information that you believe might give us a favorable impression of your student.

If the applicant uses our online application, you may complete this recommendation online. Please direct your student to www.admissions.umich.edu/applying to get started!