

**2019 Scholar Recommendation Request Form**

Student: \_\_\_\_\_

Thank you for agreeing to serve as a recommender in support of your student's application for Taos Community Foundation's **First Generation College Student Scholarship**. Through this scholarship, Taos Community Foundation supports students who are *the first in their family to seek higher education*, and who demonstrate resilience in the face of economic and/or life challenges. This scholarship was introduced in 2017 by an anonymous couple who wish to support a local student pursuing a college education and who embody determination, optimism, persistence, gratitude, an aptitude for learning and community service.

The **First Generation College Student Scholarship** is highly selective and your letter of recommendation is an important component of our selection process. To the best of your ability, please describe what makes this student a strong candidate for this scholarship. If you are related to the student applicant by family, we ask that you excuse yourself as recommender.

**Guidelines for Letter of Recommendation:**

- 1) Please share your experience with this student, particularly in reference to their academic performance as an Advanced Placement/Dual Credit student. Do you believe this student's educational and/or career goals are in alignment with their abilities?
- 2) Elaborate on how/what this student has done to demonstrate his/her intellect, including your impression of the student's ability to achieve his/her educational objectives.
- 3) Evaluate the student with respect to personal characteristics, such as honesty/integrity, maturity, leadership abilities, character, communication skills, responsibility and work habits.
- 4) Evaluate the students with respect to performance characteristics, such as oral communication, ability to think critically and problem solve, and his/her academic aptitude.
- 5) Include any additional information or comments about the applicant that you feel would be helpful to the selection committee, or any special circumstances the committee should consider.

**In your Letter of Recommendation, please include the following:**

- Your Name, Title/Position and School of Employment
- Contact information (phone/e-mail) in the event that we need to contact you for additional information

**Submission of Recommendation Letter:** Please select one of the following methods of submission:

- 1) Include your letter in a sealed envelope and have student applicant deliver with their application materials.
- 2) Mail or hand-deliver letter(s) directly to:  
Taos Community Foundation – 115 La Posta Road Suite A, Taos, NM 87571  
Mailing Address: Taos Community Foundation, PO Box 1925, Taos, NM 87571
- 3) Submit electronically to: Helen Forte, Director of Community Outreach [hforte@taoscf.org](mailto:hforte@taoscf.org)

**Letters must be received by scholarship application deadline on April 11, 2019 at 5:00 PM**

Thank you for the time and attention you have extended on behalf of this applicant. If you have any questions about this process or about this scholarship award, please don't hesitate to contact us.