

## Student Process

# Step 3: Request Letters of Recommendation

Letters of recommendation

Add new request

Here you can ask a teacher to write you a letter of recommendation.

1. Who would you like to write this recommendation?\*

Select A Teacher

2. Select which colleges this request is for:\*

<input type="checkbox"/> Select All	Colleges -	Due -
<input type="checkbox"/>	Alabama A & M University -- required / -- allowed / 1 requested	Jun 15 2021
<input type="checkbox"/>	American University 1 required / 2 allowed / 0 requested	Nov 15 2021
<input type="checkbox"/>	Boston College 2 required / 2 allowed / 1 requested	Jan 01 2022
<input type="checkbox"/>	University of Alabama at Birmingham 0 required / 0 allowed / 0 requested <i>This college does not accept Letters of Recommendation</i>	Jun 01 2021

3. Include a personal note to remind your recommender about your great qualities and any specifics about your request:

### Requesting LORs

1. Go to **Colleges I'm Applying To List**
2. Under Apply to College, select **Letters of Recommendation**
3. Select **Add Request**
4. Select a **Teacher**
5. Select which **colleges the request is for**
6. Include a **personal note**
7. Select **Submit Request**
8. Select **Request and Finish**