

Brag Sheet

- Please fill out this form as accurately and thoroughly as possible.
- Don't be afraid to "brag" about yourself!
- Your counselor and teachers will use this information in recommending you for scholarships, college admission, and other honors/awards.
- Avoid general statements such as "I really learned a lot about myself by volunteering." Instead, tell me what you learned, what was difficult, how you managed it?
- Give examples. Tell a story that illustrates your point. We can only promote you and your qualities if you give us a well-written, thoughtful document.
- **The more you put into this document, the better your letter of recommendation will be!**
- Check for spelling and grammatical errors.
- Type your answers in at least a size 12 font.
- Number the pages and staple it together or better yet EMAIL the document to us.

Brag Sheet Questions (THIS SHOULD BE A TYPED DOCUMENT-SAVE IT)

- ✓ First name, complete Middle Name, Last Name (Prefer to be called _____)
- ✓ Date of Birth
- ✓ Street Address, City, State, Zip Code
- ✓ Phone # and **Email address**

1. Areas of study: Discuss what you may wish to study in college. What are your career dreams? What are your areas of interest? It's fine if these are just general.

2. List all colleges to which you plan to apply, starting with your first choice school. Explain why you have selected each school. Why/how is it a good fit for you? For each college, tell us...

- a. the type of admission you are seeking: regular, Early Action, Early Decision.
- b. the college's application deadline

3. Which teachers are writing your letters of recommendation? Which class did you have with them?

4. Describe your family.

- a. Describe your family members. Give ages, names of siblings. Explain who lives in your house. Tell me about colleges and professions or your parents and siblings.
- b. How are you like and unlike each of your parents?
- c. Who influenced you? What qualities of theirs do you admire?
- d. Has your family situation changed since you started high school? If so, explain.

5. Describe yourself.

- a. What three adjectives would you use to describe yourself?
- b. What three adjectives would a teacher use to describe you?
- c. What three adjectives would your family use to describe you?
- d. Give us a specific example/story of how you exemplify one (or more) of these qualities.

6. What are your best academic qualities and strengths as a student? Are there any extenuating circumstances that have affected your academic performance? If so, please explain with as much detail as possible.
7. Discuss an academic interest or passion. What have you done in class and outside of class to pursue this interest?
8. Tell me about one PHS class that has changed your thinking or that you view as having been exciting and explain why.
9. What do you especially want us to tell colleges and scholarship committees about you? What's special or important? Why should they choose you?
10. Describe your school-based extracurricular activities.
 - a. Tell us about your athletic, artistic, student government, club or other PHS involvements. How have you contributed to our Livingston community? How you have made a difference?
 - b. Do you intend to continue with a sport or music in college? If so, at what level?
 - c. What have you learned about yourself as a result of your activities? What have these experiences meant to you?
11. Describe your involvement in the community of Livingston, and beyond (if you moved here).
 - a. What did you do for your 40 + community service hours? Tell exactly what the task involved. BE SPECIFIC. Did you continue past the 4- hour obligation?
 - b. Have you volunteered other than time required by PHS? Explain.
 - c. Are you in Scouting or a church youth group? Explain activities and leadership.
 - d. How have the above experiences helped you to be a better person and/or given you skills which you can use in the future?
12. Do you have a passion for something outside of academics? Is there one activity that is most important to you? Explain. It's OK if you don't have a passion for something!
13. Tell me about your hobbies and interests other than school or sports. How do you spend your free time?
14. From your perspective now as a senior, what have you learned about yourself since you began high school that has surprised or pleased you? Describe what you have gained from your education. How are you different from that first day freshman year?
15. Ask one of your closest friends (not family) to describe you and your character. Ask them to be specific. Give their exact words in a quotation.
16. Get a quote about yourself from three teachers. Or you can ask two teachers and one coach or advisor. Have them comment on your work ethic and contributions in the class or playing field. Give their exact words in a quotation.
17. Is there anything else we should know about you that would assist us as we write your college recommendation? This could be a special family or financial situation, a learning disability, a blip in your academic record, special recognition you have received in the community, etc.

Bragsheet Checklist

Please turn this page in with your brag sheet packet. Check off that you have included everything:

- Answer every question thoroughly.
- Check spelling and grammar.

- Number the pages.
- Staple the pages together.
- Attached a Résumé
- 3 teacher quotes
- 1 friend quote
- Make appointment to meet with Mrs. Kinsey or Mrs. Steinmetz when you turn in your brag sheet.

I understand that if any of the above items are missing in the brag sheet it may affect the “substance” of the Letter of Recommendation. (see the example resume below)

Josephine Potter

PERSONAL DATA

1234 San Jose Boulevard
 (225) 456-7890
 Jacksonville, FL 12345
 Joeypotter@email.me

EDUCATION

The Bolles School anticipated graduation: May 29, 2007
 GPA : 3.7
 7400 San Jose Boulevard, Jacksonville, FL 32217

AWARDS AND SPECIAL RECOGNITION

National Merit Semifinalist (11)
 Headmaster’s Award for Academic Excellence (9, 10, 11)
 Honor Roll (9, 10, 11, 12)
 Capeside New Youth Artist Award (11)
 2nd prize in Dawson’s Creek Art Show (11)
 National Honor Society (11, 12)

SCHOOL ACTIVITIES

Literary Magazine (9, 10, 11, 12)
 Varsity Cross-Country team (9, 10, 11, 12)
 Art Club (10, 11, 12) President (12)

COMMUNITY INVOLVEMENT

Volunteer at Capeside Senior Center 5 hours/week (10, 11)
 Organized games for residents
 Helped with Valentine’s Party
 Pacey Witter Senate Campaign 2 hours/week (11)
 Stuffed envelopes for mass mailing
 Answered phone and recorded comments from constituents
 Gave advice on youth issues.
 Adopt-a-highway 5 hours/month (9, 10, 11, 12)
 Helped design publicity posters

WORK EXPERIENCE

Potter Bed & Breakfast – 20 hours/week (11, 12)
 Family business; live-in responsibilities; opened Fall 2000; one of only four employees; duties include housekeeping, designing advertising campaign, food service, etc.
 Capeside Grill Hostess - 40 hours/week in summer (10, 11)