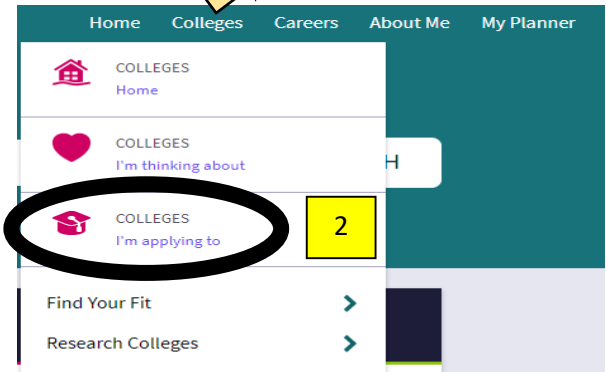


NAVIANCE – HOW TO REQUEST TEACHER LETTERS OF RECOMMENDATION

1

- 1 – Click on Colleges
- 2 – Select Colleges -> I'm applying to
- 3 – Click on the letters of recommendation section link
- 4 – Click the Add Request button
- 5 – Fill out the form and click on the Submit Request button



College that I'm attending:

N/A

Letters of recommendation

Some colleges require letters of recommendation to be submitted with your application. Please visit [the letters of recommendation section](#), accessible from the main colleges page, for more information

3

Letters of recommendation

Your Requests

You can request new letters of recommendation and track the most recent status of your requests here.

4

Add Request

Letters of recommendation

Add new request

5

Here you can ask a teacher to write you a letter of recommendation. If you don't have any colleges in your list yet, you may still make a request. Make sure you give your teachers plenty of time to write your recommendations!


Cancel

Submit Request

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

Select A Teacher

2. Select which colleges this request is for:*

- All current and future colleges I add to my *Colleges I'm Applying To* list 
*Select only if you have no preference for which teachers will meet the recommendation requirements for each college

Choose **specific** colleges from your *Colleges I'm Applying To* list

Looks like you don't have colleges in your *Colleges I'm Applying To* list yet. Click [here](#) to add.

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

3000 characters remaining

Cancel

Submit Request