

## Did You Do This?

1. Gather information from multiple perspectives that includes parents, teachers, coaches, and others who may know the student?
2. Talk with the student to understand why this college is a good fit?
3. Find ways to bring out the uniqueness of this student?
4. Use anecdotal information to highlight student strengths?
5. Provide a context about why this college is a good fit for this student?
6. If you have permission to disclose the disability, discuss only what is relevant?
7. Write a summary paragraph that frames the strength of your endorsement of this student for admissions?

### Try not to say this:

I'm sure I can use one of my generic letters of recommendation for Samuel. He's not that much different from other students who try to get into colleges that are just not right for them. Anyway, my letter of recommendation won't make a difference.

### Instead, say this:

Samuel brings a number of strengths to his college admissions process. I will use quotes from the teachers and advisors so my letter of recommendation can highlight Samuel's strengths. It is important to tie Samuel's ability to work cooperatively, stay with a task until it is finished, and use academic support services to ensure his success.