**Leverage your letters of recommendation**

Whether you’re applying for a college, a competitive scholarship, or a particular program of study, a good letter of recommendation can help you unlock your full potential. While you’re thinking about choosing the perfect person to write your letter of recommendation, here are a few tips:

**Find someone who has witnessed your growth.** Most students think that the person who should write their letter of recommendation is the teacher of their most successful class, or the coach of the team they were a captain on. That’s not necessarily true. When choosing the author of your letter, find the person that has seen you grow and overcome obstacles. Someone who has seen you persevere through hard times and achieve greatness. This person can be a teacher or a coach, but it also could be a principal, a school counselor, boss, or a community member. Choose someone who you’ve built a relationship with and you’ve known for more than a semester, if possible.

**Ask them in person.**  In this day and age where everything is communicated via a text message, phone call, or email, go beyond the norm and ask your recommender in person. Once you determine if they’re comfortable with writing a letter of recommendation for you, make sure you provide them with the necessary resources (whether it’s a link or an activity resume’), and give them plenty of time to complete it before the deadline.

**Say thank you!**  No matter who you end up asking, your recommender is giving up some of their time to further your success. Send them a handwritten thank you card or thank them in person to show your gratitude.