



ALL-USA ACADEMIC TEAM

All-USA Community College Academic Team Two Letters of Recommendation Guidelines

Letter One: Leadership Letter

Letters of recommendation give judges an expanded picture of the applicant's academic accomplishments, leadership, and civic involvement. This letter must be from a current college faculty member, administrator or dean and should give specific examples of how the student has demonstrated leadership abilities, service involvement and impact outside the classroom. The person submitting the letter of recommendation will receive information via email from Phi Theta Kappa on how to create and submit the letter.

Letter Two: Endeavor Letter

The second letter of recommendation should be from a mentor or supervisor who was directly involved in the endeavor that the applicant writes about in the essay. This letter should focus on the merits and impact of the endeavor discussed in the applicant's essay. If the endeavor discussed in the essay is a group project, the mentor should discuss the role the student played in the project and its success. The person submitting the letter of recommendation will receive information via email from Phi Theta Kappa on how to create and submit the letter.