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| List two personality traits that attest to your work ethic and or your passion for learning | List two of each: Short and Long Term Goals (short term less than 5 years from now, long term greater than 5 years from now) | List your Leadership activities within the last 5 Years | What are two adjectives your friends would use to describe your character and why? | List three things that you would like the recipient of this letter to know about you | What do you consider your greatest professional and or personal accomplishment? |
| 1.  2. | Short Term  1.  2.  Long Term  1.  2. |  | 1.  2. | 1.  2.  3. |  |