College Recommendation Letter

To whom it may concern,

I am \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (your name), and I have the pleasure of (teaching/mentoring/knowing)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student’s name) for over \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (time period). Without hesitation, I can attest to (his/her) extraordinary qualities and undeniable capacity to excel in higher education.

Apart from the excellent academic achievements, (student's name) possesses remarkable personal qualities that make (him/her) an exceptional candidate for your educational institution and will fit perfectly in your values and philosophy.

Is an extremely  \_\_\_\_\_\_\_\_\_\_\_\_\_ (skill),  \_\_\_\_\_\_\_\_\_\_\_\_\_ (skill), and  \_\_\_\_\_\_\_\_\_\_\_\_\_ (skill) person and (his/her) ability to  \_\_\_\_\_\_\_\_\_\_\_\_\_ (skill) and  \_\_\_\_\_\_\_\_\_\_\_\_\_ (skill) makes (him/her) a good aspirant to your educational and cultural environment. I am absolutely certain that (student's name) will thrive in the academic setting of (educational institution) and make a positive contribution to the campus community.

Please do not hesitate to reach out to me directly at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (your phone number) or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (your e-mail address) if you have any questions, or you would like any further information.

 Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(signature) (your name)