

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)