

Sample of Recommendation Letter for University Admission

[Your Name]

[Your Position]

[Your School/Institution]

[School's Address]

[City, State, Zip]

[Date]

Admissions Office

[University's Name]

[University's Address]

[City, State, Zip]

Dear Admissions Committee,

I am writing to recommend [Student's Name] for admission to [University's Name]. As [Student's Name]'s teacher in [subjects], I have had the opportunity to observe [his/her/their] academic progress and personal growth over [time period].

[Student's Name]'s dedication to [his/her/their] studies is evident in [his/her/their] grades and inquisitive nature. [He/She/They] consistently challenges [himself/herself/themselves] and engages deeply with the material presented. [Student's Name] has also demonstrated outstanding leadership abilities, particularly in [specific projects or roles], showcasing [his/her/their] capability to lead and inspire others.

I believe [Student's Name] will be an excellent fit for your university, bringing not only academic prowess but also a unique perspective and commitment to [his/her/their]



extracurricular involvements. [His/Her/Their] resilience, creativity, and passion for learning will undoubtedly contribute to your academic community.

I enthusiastically support [Student's Name]'s application and am available for any further details you may require.

Warm regards,

[Your Name]

[Your Contact Information]