

Letter of recommendation sample

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[University/College Admissions Office]
[University/College Name]
[Address]

[City, State, Zip Code]

Dear [Admissions Committee],

I'm writing to recommend [Applicant's Full Name] for admission to your [Program/Institution]. As [Applicant's Relationship to Recommender], I've seen [him/her] consistently showcase [qualities/skills] during [his/her] time in my [course/lab/organization].

[Share specific examples, achievements, and characteristics of the applicant.]

In short, I believe [Applicant's Full Name] would be a great fit for [University/College Name]. [He/She] has what it takes to thrive in your program.

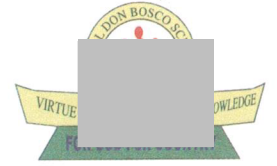
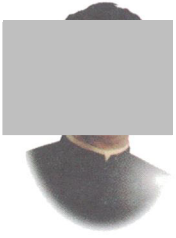
Feel free to reach out if you need more information.

Sincerely,

[Recommender's Full Name]

[Recommender's Position]

[Contact: Phone Number, Email Address]



[REDACTED] SCHOOL/COLLEGE

Mahalaxmi Municipality - 6, Siddhi [REDACTED] Nepal
E-m [REDACTED] com
Te [REDACTED] 9395



25th January 2024

To Whom It May Concern

This is to certify that M. [REDACTED] dal, son of M. [REDACTED], was a bonified student of "Nepal [REDACTED] ry School". He was a regular student of faculty in Management stream since 2021 A.D. to 2023 A.D. of this school. I have had the pleasure of knowing M. [REDACTED] al from 2021 A.D. I would like to take this opportunity to recommend him for his higher studies at your esteemed institution.

[REDACTED] I is a sincere and steadfast pupil. He is diligent, honest and very creative student. During his study in school, he was found co-operative and friendly with his classmates and superiors. His analytical propensity is remarkable. I found him serious and curious on learning. He has a strong sense of responsibility and dedication towards his work. He has a considerable amount of glair and determination. He was able to deal with very intricate topic with such comfort.

Besides his study, he has interests on extra-curricular activities. I have seen his talent and abilities mature not only in classroom but outside in other curriculumms as well. He always took part in many programs and exhibitions held at various institutions and colleges.

With his fortitude and assiduity, I have no disbelief that he will succeed in all his accomplishments. I enthusiastically recommend him that she can do much better if he is given the opportunity for further studies at your esteemed institution.

I wish him all the best for his future endeavors.

[REDACTED]
Principal

Email: [REDACTED]

Phone: [REDACTED]

Nepal [REDACTED] hool