

Referee Contact Request

Dear [Referee's Name],

I hope this message finds you well. I am reaching out to kindly request your support as a referee for my graduate school applications. I am applying to [Name of Institution/Program] and I believe your insight into my skills and experiences would greatly enhance my application.

If you agree, I would need to provide your contact information to the admissions committee. They may reach out to you directly via email or phone for a reference. Please let me know if you are comfortable with this and if you require any additional information about the program or my application.

Thank you very much for considering my request. I truly appreciate your support.

Best regards,

[Your Name]

[Your Contact Information]

[Your Degree Program - if applicable]