

# Character Reference Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Scholarship Committee's Name]

[Scholarship Committee's Address]

[City, State, Zip Code]

Dear [Recipient's Name or "Scholarship Committee"],

I am writing to wholeheartedly recommend [Applicant's Name] for the [Name of Scholarship] scholarship. I have known [Applicant's Name] for [duration of time] as [his/her/their] [relationship, e.g., teacher, mentor, etc.], and I can confidently attest to [his/her/their] exceptional character and dedication.

[Applicant's Name] exhibits a strong commitment to [his/her/their] academic and personal growth. [He/She/They] consistently demonstrates qualities such as [list qualities, e.g., integrity, responsibility, leadership, etc.], which I believe make [him/her/them] a deserving candidate for this scholarship.

One specific instance that stands out is when [provide a brief anecdote that illustrates the applicant's strength]. This situation truly showcases [his/her/their] ability to [mention skills or traits relevant to the scholarship].

I am confident that [Applicant's Name] will make the most of this scholarship opportunity, using it as a stepping stone for [his/her/their] future aspirations. [He/She/They] is not only an outstanding student but also a person of great character and empathy.

Thank you for considering [Applicant's Name] for the [Name of Scholarship]. I am excited about the potential [he/she/they] has to make a positive impact in [his/her/their] community and beyond.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization/School]

[Your Contact Information]