

[Your Name]

[Your Position]

[Department]

[College/University Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Admissions Committee

[Target College/University Name]

[Address]

[City, State, Zip Code]

Dear Admissions Committee,

I am writing to recommend [Student's Name] for transfer to [Target College/University Name] to pursue a major in [Specific Major]. I have had the pleasure of teaching [him/her/them] in [Course(s)] at [Your College/University Name], where [he/she/they] demonstrated exceptional skills and a strong passion for [relevant subject].

[Student's Name] has consistently impressed me with [his/her/their] analytical abilities and creativity in problem-solving. [He/She/They] actively engages in discussions and brings a unique perspective that enhances the learning environment for everyone. I believe [his/her/their] dedication to [Specific Major] will not only benefit [him/her/them] personally but also contribute to the academic community at [Target College/University Name].

Furthermore, [Student's Name] has shown excellent commitment to [any relevant extracurricular activities or projects], which highlights [his/her/their] leadership skills and teamwork. I have no doubt that [he/she/they] will excel in the more rigorous academic setting of [Target College/University Name].

In conclusion, I wholeheartedly support [Student's Name]'s application for transfer to your esteemed institution. [He/She/They] possesses the academic prowess, passion, and dedication

required to thrive in [Specific Major]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need any further information.

Thank you for considering this recommendation.

Sincerely,

[Your Name]