

# Request for Academic Reference

Dear [Professor's Name],

I hope this message finds you well. I am writing to respectfully request your support in my application to [Graduate Program Name] at [University Name]. As you are aware, I have thoroughly enjoyed and learned a great deal during my time in your [Course Name] class, and I believe you could provide a valuable perspective on my academic abilities and character.

The deadline for submission is [Deadline Date], and I would be happy to provide you with any additional information regarding the program or specifics that you might want to include in your reference. I am applying to this program because [Brief Reason for Choosing the Program].

Thank you very much for considering my request. I greatly appreciate your time and assistance. Please let me know if you are able to help me with this.

Sincerely,

[Your Name]

[Your Email]

[Your Phone Number]