

Request for Reference Letter

Date: [Insert Date]

Dear [Mentor's Name],

I hope this message finds you well. I am writing to ask if you would be willing to provide a reference letter for my medical school application. Your mentorship and guidance have been invaluable to me throughout my journey, and I believe your perspective would greatly enhance my application.

The deadline for submission is [Insert Deadline], and the letter can be sent directly to [Insert Submission Information]. I would be happy to provide any additional information or materials you may need to make this process as smooth as possible.

Thank you for considering my request. I truly appreciate your support and guidance.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Program/School]