

Request for Reference

Dear [Professor's Name],

I hope this message finds you well. I am writing to kindly request your support in providing a reference for my application to the undergraduate program in [Program Name] at [University Name] for my study abroad opportunity.

During my time in your class [Class Name], I learned immensely and developed a strong interest in [Relevant Subject/Field]. I believe your insights into my academic abilities and dedication would provide valuable context to my application.

The deadline for submission is [Deadline Date], and I would be happy to provide any additional information you might need, including my resume or details about the program.

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

Sincerely,

[Your Name]

[Your Student ID]

[Your Contact Information]