

Academic Reference Request

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your support in my application for a study abroad program at [University/Institution Name] for the [specific term/year].

As you know, during my time in your [Course Name] class, I gained invaluable insights and developed my skills in [specific skills or knowledge]. I believe that your perspective on my academic performance and enthusiasm for my field would provide a strong endorsement for my application.

The deadline for submission of references is [Date]. If you agree, I will provide you with all the necessary details, including the program description and guidelines for submitting the reference.

Thank you very much for considering my request. I greatly appreciate your assistance and support in helping me pursue this exciting opportunity.

Sincerely,

[Your Full Name]

[Your Student ID]

[Your Contact Information]