

Request for Recommendation Letter

Dear [Mentor's Name],

I hope this message finds you well. I am writing to request your support in my application for studying abroad at [University/Program Name]. As you know, pursuing this opportunity is very important to me, and I believe that your insights and guidance would provide a significant endorsement of my abilities and character.

During my time [working on project or in your class], I have learned a great deal under your mentorship, and I feel that you can speak to my skills in [specific skills or experiences]. I am particularly excited about this program because [reason for applying to the program or university].

If you agree to write this recommendation, please let me know if you need any additional information from my side, such as my resume or details about the program.

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

Best regards,

[Your Name]

[Your Contact Information]