

# Reference Request for Graduate Program

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Institution/Organization Name]

[Institution/Organization Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your assistance in providing a reference for me as I apply for a graduate program in [specific program] at [University/Institution Name]. As you know, I am a graduate of [Coding Bootcamp Name], where I had the opportunity to learn and excel in [specific skills/technologies].

Your guidance and support during my time at the bootcamp were invaluable, and I believe that your perspective on my skills and dedication would significantly enhance my application. The program I am applying to focuses on [program focus or specialization], and I feel that my experience under your mentorship has well-prepared me for this next step.

The deadline for submission is [date], and the reference can be submitted through [instructions for submission, e.g., a link, email, etc.]. Please let me know if you would be willing to assist me with this request. I would be happy to provide any additional information you might need or discuss this further at your convenience.

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

Sincerely,

[Your Name]