

Reference Request for Doctoral Program

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your support as I apply for the [specific doctoral program] at [University Name]. As someone who has directly observed my growth and leadership capabilities during my time at [Your Institution/Organization], I believe your insights would greatly enhance my application.

Throughout my academic and professional journey, I have consistently strived to demonstrate strong leadership qualities. Whether it was leading collaborative projects, mentoring peers, or spearheading innovative initiatives, I have always aimed to foster an environment that encourages teamwork and personal growth. Your perspective on my contributions would provide a valuable context to my application.

In particular, I would appreciate if you could highlight my [specific leadership example, e.g., "role as the team lead on the XYZ project, where we achieved ABC results"]. This experience not only honed my leadership skills but also cemented my commitment to [field of study].

Thank you for considering my request. I am happy to provide any additional information or context that may assist you in writing the reference. I truly value your support and guidance.

Warm regards,

[Your Name]

[Your Contact Information]

[Your Degree Program/Area of Study]