

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Dr. [Professor's Name]

[Department]

[University Name]

[University Address]

[City, State, Zip Code]

Dear Dr. [Professor's Last Name],

I hope this message finds you well. I am reaching out to ask if you would be willing to write a letter of recommendation for my application to the [Name of Entrepreneurship Program] at [Institution/Organization]. Your guidance and support during my time in [specific course or project you worked on] has truly inspired me, and I believe your perspective on my skills and experiences would greatly enhance my application.

The entrepreneurship program seeks candidates who demonstrate innovative thinking, leadership skills, and a strong commitment to their entrepreneurial pursuits. I am eager to further develop my skills, and I believe your insights into my work ethic and passion for entrepreneurship would be invaluable.

If you agree, I would be happy to provide more information about the program and my application, as well as discuss specific points that you might consider including in your letter. I understand that you have a busy schedule, so I genuinely appreciate your consideration of this request.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]