

Subject: Request for Reference Letter

Dear [Recipient's Name],

I hope this message finds you well. I am writing to ask if you would be willing to provide a reference letter for my application to pharmacy school. As you know, I have always been passionate about pursuing a career in pharmacy, and I believe your insights into my character and work ethic would greatly enhance my application.

During our time working together at [mention the place or situation that connects you], I appreciated your guidance and support. I feel that you understand my commitment to the healthcare field and my dedication to providing excellent patient care.

The deadline for submission is [insert deadline], and the letter can be sent directly to [provide details of where to send the letter, e.g., email or mailing address]. I would be happy to provide more information about the program or any specific points that might be helpful for you to include in your letter.

Thank you so much for considering my request. I truly value your support and guidance.

Warm regards,

[Your Name]

[Your Contact Information]