

Letter of Recommendation Request

Date: [Insert Date]

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your support in my application for graduate school at [University Name] for the [Program Name], starting in [Start Date]. I am seeking your recommendation as I believe you can provide valuable insight into my skills and experiences.

During my time in your [Course Name] class, I gained a deeper understanding of [Subject/Skill]. Your mentorship not only helped me improve academically but also inspired me to pursue further studies in this field. I would greatly appreciate it if you could share your perspective on my abilities and character as you prepare your recommendation.

Should you agree to assist me with this request, I would be happy to provide any additional information you might need, such as my resume or details about the program. The deadline for submission is [Submission Deadline].

Thank you for considering my request. I am truly grateful for your support and guidance throughout my academic journey.

Sincerely,
[Your Name]
[Your Contact Information]