

Commendation Letter

Date: [Insert Date]

To Whom It May Concern,

I am writing to commend [Student's Name] for their exemplary pursuit of an internship at [Company/Organization Name]. Throughout this process, [he/she/they] has demonstrated remarkable dedication, enthusiasm, and professionalism.

During the application and interview stages, [Student's Name] exhibited strong communication skills and a genuine interest in [specific field or area]. [His/Her/Their] ability to articulate ideas and engage with others has truly set [him/her/them] apart.

I have no doubt that [Student's Name] will excel in this internship and contribute positively to [Company/Organization Name]. [His/Her/Their] eagerness to learn and adapt will serve [him/her/them] well in this new environment.

Thank you for considering [Student's Name] for this opportunity. I am confident [he/she/they] will make a significant impact during [his/her/their] time at [Company/Organization Name].

Sincerely,

[Your Name]

[Your Position]

[Your Institution]