

Character Reference Letter for Professional Licensing

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

To Whom It May Concern,

I am writing to provide a character reference for [Applicant's Name] in support of their application for [specific professional license, e.g., nursing, teaching, etc.]. I have known [Applicant's Name] for [duration of time] as [explain your relationship, e.g., colleague, friend, etc.].

During this time, I have observed [Applicant's Name] exhibit numerous qualities that make them a suitable candidate for licensure. [He/She/They] demonstrates exceptional [mention specific skills or traits related to the profession, e.g., leadership, dedication, integrity].

I firmly believe that [Applicant's Name] possesses the necessary qualifications and ethical standards to excel in [his/her/their] professional practice. [He/She/They] is not only committed to [his/her/their] field but also shows a genuine compassion for [mention any relevant interactions, community service, etc.].

I am confident that [Applicant's Name] will be an asset to the [specific field or profession] community and that [he/she/they] will uphold the values and responsibilities that come with [his/her/their] license.

Thank you for considering this reference. If you require any further information, please do not hesitate to contact me at [your phone number or email].

Sincerely,

[Your Name]
[Your Job Title/Occupation (if applicable)]