

# Request for Scholarship Recommendation

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your support in my application for [Name of Scholarship] by providing a recommendation letter on my behalf.

As you may recall, I had the pleasure of taking your [Course Name] class during [Semester/Year], where I [mention any relevant achievement or experience in the class]. Your guidance greatly enhanced my understanding of [subject/topic], and I believe that your insights into my academic performance and character would significantly strengthen my application.

The scholarship aims to [briefly explain the purpose of the scholarship], and I feel that your perspective would provide the selection committee with a valuable view of my capabilities and potential.

If you agree to assist me, I would be happy to provide any necessary details, including deadlines and criteria for the scholarship. The recommendation letter is due by [insert deadline], and I would appreciate it if you could submit it directly to [insert submission details].

Thank you very much for considering my request. I greatly appreciate your time and support.

Sincerely,

[Your Name]

[Your Student ID]

[Your Contact Information]

[Your Program/Major]