

Reference Letter for [Scholarship Name]

[Date]

Dear Scholarship Selection Committee,

I am writing to wholeheartedly recommend [Applicant's Full Name] for the [Scholarship Name]. As [his/her/their] [relationship to applicant, e.g., teacher, employer] at [Institution/Organization Name], I have had the pleasure of knowing [him/her/them] for [duration] and witnessing [his/her/their] exceptional qualities and dedication.

[Applicant's Name] has demonstrated outstanding [skills/qualities relevant to scholarship]. [He/She/They] has consistently shown [specific examples of achievements, involvement, or characteristics], which makes [him/her/them] an ideal candidate for this scholarship.

I believe that [Applicant's Name] will utilize the opportunities provided by this scholarship to further [his/her/their] education and contribute positively to the community. I strongly encourage you to consider [him/her/them] for this opportunity.

Thank you for considering this application. Please feel free to contact me at [Your Email] or [Your Phone Number] if you require any further information.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Institution/Organization]