

Reference Letter for Graduate Program

Date: [Insert Date]

[Your Name]

[Your Title]

[Department Name]

[University Name]

[University Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Title]

[Graduate Program Name]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to enthusiastically recommend [Student Name] for the [specific graduate program] at [University Name]. As [his/her/their] [professor/advisor] for [duration] in the [Specific Course/Project] at [Your University], I have had the pleasure of witnessing [his/her/their] exceptional abilities and commitment to the field of engineering.

[Insert specific examples of the student's skills, projects, and achievements that are relevant to the graduate program. Elaborate on their work ethic, creativity, and team collaboration skills.]

I am confident that [Student Name] will bring the same dedication and excellence to [his/her/their] graduate studies as [he/she/they] has shown here at [Your University]. I highly recommend [him/her/them] for admission into your program, and I believe [he/she/they] will make significant contributions to your academic community.

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

Sincerely,

[Your Name]

[Your Title]

[Department Name]

[University Name]