

[Your Name]  
[Your Title/Position]  
[Your Institution]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Title/Position]  
[Institution/Organization]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Student's Name] for the position of Teaching Assistant for [Course/Subject] at [Institution/Department]. I have had the pleasure of knowing [Student's Name] for [duration] as [his/her/their] [professor/advisor/mentor] in [context].

[Student's Name] has demonstrated exceptional abilities in [related skills/qualities], showcasing a talent for [specific examples or anecdotes]. [He/She/They] possesses a strong commitment to [teaching/learning/etc.], which I believe will significantly benefit [his/her/their] future students.

Furthermore, [he/she/they] has displayed excellent organizational skills and the ability to communicate complex ideas clearly. [His/Her/Their] enthusiasm for [subject matter] is contagious and inspires those around [him/her/them].

Based on these qualities, I wholeheartedly support [Student's Name]'s application for the Teaching Assistant position. I am confident that [he/she/they] will make a positive impact within your program.

Thank you for considering this recommendation. Please feel free to contact me at [phone number] or [email address] if you have any questions.

Sincerely,  
[Your Name]  
[Your Title/Position]