

[Your Name]

[Your Title/Position]

[Your Institution/Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Dear [Scholarship Committee/Recipient's Name],

I am writing to highly recommend [Student's Name] for the [Name of Scholarship] Merit-Based Scholarship. As [his/her/their] [teacher/professor/advisor] at [School/University Name], I have had the privilege of observing [his/her/their] academic progress and personal growth over the past [duration].

[Student's Name] has consistently demonstrated exceptional academic abilities, particularly in [specific subjects or areas]. [He/She/They] has maintained a [GPA/grade percentage] while participating in [extracurricular activities, volunteer work, etc.], showcasing [his/her/their] commitment to excellence and [positive quality].

In addition to [his/her/their] academic achievements, [Student's Name] is also known for [his/her/their] leadership skills and [other qualities like integrity, dedication, etc.]. [He/She/They] has taken on [specific roles or responsibilities], which speaks volumes about [his/her/their] character and capabilities.

I wholeheartedly believe that [Student's Name] is a deserving candidate for the [Name of Scholarship]. [His/Her/Their] dedication to [his/her/their] studies and [his/her/their] aspirations to [future goals/ambitions] align perfectly with the values promoted by your scholarship program.

Thank you for considering this outstanding student. I am confident that [Student's Name] will make significant contributions as a recipient of the [Name of Scholarship]. Please feel free to contact me at [your phone number] or [your email] should you require any further information.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Institution/Organization]