

Academic Reference Letter

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

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

Dear [Recipient's Name],

I am writing to provide an academic reference for [Student's Name] who is applying for a Teaching Assistant position at [Institution/Department Name]. I have had the pleasure of knowing [him/her/them] for [duration] as [his/her/their] [professor/advisor/etc.] during [specific course or program].

[Student's Name] has consistently demonstrated exceptional abilities in [specific skills or topics relevant to the position]. [He/She/They] is not only knowledgeable but also possesses the capability to communicate complex concepts clearly and effectively. [Include specific examples of their skills or contributions].

[Student's Name] is also a team player, showing great initiative and the ability to work collaboratively with others. [He/She/They] has shown [qualities such as leadership/creativity/dedication], which I believe will be invaluable in a Teaching Assistant role.

I strongly recommend [Student's Name] for the Teaching Assistant position at [Institution/Department Name]. I am confident that [he/she/they] will be a tremendous asset to your team and enrich the learning environment for students.

If you have any further questions, please do not hesitate to contact me.

Sincerely,
[Your Name]
[Your Position]