

# Request for College Recommendation

Dear [Professor/Teacher's Name],

I hope this message finds you well. I am writing to kindly request your support in providing me with a letter of recommendation as I apply for leadership positions at various colleges.

During my time in [specific class or activity], I deeply appreciated your guidance and mentorship. Your insight into my abilities, particularly in [mention specific skills or qualities], would greatly enhance my application.

I am applying to [name of colleges or organizations] where I believe my [mention leadership qualities or experiences] will contribute positively to the campus community.

If you are able to assist me, I would be happy to provide any additional information, including my resume or details about the positions I'm targeting. Thank you very much for considering my request.

Sincerely,  
[Your Name]  
[Your Contact Information]