

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Committee Name]

[Scholarship Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear Members of the Scholarship Committee,

I am writing to wholeheartedly recommend [Student's Name] for the [Scholarship Name] scholarship. I have had the pleasure of knowing [him/her/them] for [duration] as [his/her/their] [relation, e.g., teacher, mentor, etc.]. During this time, I have witnessed [his/her/their] remarkable commitment to [his/her/their] education and community.

[Student's Name] is an exceptional individual who demonstrates [list a few positive traits, e.g., integrity, responsibility, dedication]. [He/She/They] has consistently shown determination in [specific examples of achievements or contributions]. [His/Her/Their] ability to [mention any relevant skills or qualities] reflects [his/her/their] passion for [field of study or community service].

I believe that [Student's Name] is a deserving candidate for the [Scholarship Name] scholarship. [His/Her/Their] hard work, enthusiasm, and dedication will surely contribute positively to [his/her/their] future studies and the community. I am confident that [he/she/they] will utilize this opportunity to further develop [his/her/their] potential.

Thank you for considering [Student's Name] for this significant opportunity. Should you need any further information, please feel free to contact me.

Sincerely,

[Your Name]

[Your Position/Title]

[Your Institution/Organization]