

Subject: Request for Letter of Recommendation

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your support in providing a letter of recommendation for my application to the Marine Biology program at [University/Institution Name]. I have thoroughly enjoyed and learned a great deal from your [specific course or experience you shared], and I believe your insights into my skills and dedication would provide a strong endorsement.

As you know, I have a deep passion for marine biology, as demonstrated through my [mention any relevant experience or coursework]. I am particularly interested in [specific areas of marine biology you want to pursue]. I believe that your perspective on my abilities and commitment to the field would greatly enhance my application.

The deadline for submission of the letter is [insert date]. If you agree to assist me with this request, I would be happy to provide any additional information or meet to discuss this further. Thank you very much for considering my request.

Warm regards,

[Your Full Name]

[Your Contact Information]

[Your University/Program]