

# Reference Letter Sample for Need-Based Scholarship Application

[Your Name]  
[Your Position/Title]  
[School/Organization Name]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

## To Whom It May Concern,

I am pleased to write this letter on behalf of [Student Name] in support of their application for the [Name of Scholarship]. I have had the privilege of teaching and mentoring [Student Name] for [duration] at [School/Organization Name], and I can confidently attest to their strong academic abilities, admirable character, and genuine financial need.

Throughout [his/her/their] time at our institution, [Student Name] has consistently demonstrated dedication to their education. [He/She/They] excels academically and has shown a particular strength in [mention subjects or areas of achievement], earning the respect of both peers and faculty. Beyond the classroom, [Student Name] participates in [list extracurricular activities, leadership roles, volunteer work], reflecting a commendable commitment to personal growth and community involvement.

Despite facing significant financial challenges, [Student Name] remains steadfast in their pursuit of higher education. [He/She/They] comes from a family with limited resources, and I am aware that obtaining this scholarship would provide essential support for [Student Name] to continue [his/her/their] studies without the burden of financial strain. It is clear that [Student Name]'s financial circumstances should not hinder such a deserving and capable individual from achieving [his/her/their] academic goals.

I wholeheartedly support [Student Name]'s application for the [Name of Scholarship] and strongly encourage you to consider their candidacy. I am confident that [he/she/they] will make the most of this opportunity and continue to excel in [his/her/their] studies. Please feel free to contact me if you require any further information.

Sincerely,  
[Your Name]  
[Your Position/Title]