

Recommendation Letter Template for Student with Leadership Experience

[Your Name]

[Your Title/Position]

[School/Organization]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I am writing to highly recommend **[Student's Name]** for *[specific opportunity, e.g., admission to your university / scholarship / leadership program]*. As *[your relationship to the student, e.g., their teacher, advisor, club mentor]* at *[name of school or organization]*, I have had the pleasure of witnessing first-hand **[Student's Name]**'s outstanding leadership abilities and commitment to excellence.

During *[his/her/their]* time at *[school/organization]*, **[Student's Name]** has demonstrated remarkable initiative and responsibility, most notably through *[briefly describe project, position, or activity]*. In this role, *[he/she/they]* was instrumental in *[discuss key achievements, e.g., organizing successful events, leading a team, starting new initiatives]*. *[His/Her/Their]* ability to inspire peers, delegate responsibilities, and manage complex tasks has distinguished *[him/her/them]* as a natural leader among *[his/her/their]* classmates.

[Student's Name] possesses excellent communication skills, consistently articulating ideas clearly and motivating others to work collaboratively towards shared goals. *[He/She/They]* is a confident problem-solver who approaches challenges with creativity and persistence. Moreover, *[his/her/their]* integrity and ethical standards make *[him/her/them]* a role model within our community.

I am confident that **[Student's Name]** will bring the same level of enthusiasm, leadership, and dedication to *[the program/position/school]*. *[He/She/They]* is a truly exceptional student with the potential to make a meaningful impact wherever *[he/she/they]* goes.

Please feel free to contact me at *[your phone number or email]* if you require any additional information.

Sincerely,

[Your Name]