

# Sample Recommendation Letter for College Scholarship Application

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

Admissions Committee  
[College/Scholarship Name]  
[College Address]  
[City, State, ZIP Code]

Dear Members of the Scholarship Selection Committee,

I am delighted to write this letter in enthusiastic support of [Applicant's Full Name]'s application for the [Name of Scholarship]. As [Applicant's] [your relationship: e.g., teacher, counselor, mentor] at [School Name] for the past [number] years, I have witnessed firsthand [his/her/their] dedication to academic excellence, leadership, and commitment to the school community.

[Applicant's First Name] is among the most motivated and diligent students I have had the pleasure to teach. [He/She/They] consistently demonstrates a passion for learning and an impressive intellectual curiosity. [He/She/They] maintained a [GPA, academic honors] while excelling in challenging courses such as [AP/IB/advanced classes]. [His/Her/Their] ability to synthesize complex information and contribute thoughtful insights in class discussions set [him/her/them] apart from [his/her/their] peers.

Beyond academics, [Applicant's First Name] exemplifies outstanding character and leadership. [He/She/They] served as [leadership roles in clubs, sports, or organizations], where [he/she/they] demonstrated initiative, responsibility, and compassion for others. For example, [provide a specific example of leadership or initiative, such as organizing a community project or mentoring younger students]. [His/Her/Their] positive attitude and strong work ethic inspire those around [him/her/them].

[Applicant's First Name] is also deeply committed to serving the community. [He/She/They] has dedicated numerous hours to [community service or volunteer activity], making a tangible impact through [describe contributions or outcomes]. [His/Her/Their] empathy and dedication to helping others truly embody the values that the [Scholarship Name] stands for.

In all aspects, [Applicant's First Name] demonstrates a rare combination of intellect, compassion, and perseverance. I am confident that [he/she/they] will continue to excel and make meaningful contributions at the collegiate level. I strongly recommend [him/her/them] for the [Scholarship Name] and am certain that [his/her/their] talents and character will reflect positively on your institution.

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

Sincerely,  
[Your Name]  
[Title/Organization]