

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

Admissions Committee
[College/University Name]
[Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am delighted to write this letter of recommendation on behalf of **[Student's Name]**, who is applying for admission to your esteemed institution. Having had the privilege of working with [Student's Name] as their [your relationship, e.g., teacher, counselor] at [School Name] for the past [number] years, I have witnessed firsthand the remarkable emotional intelligence that [he/she/they] consistently demonstrates.

[Student's Name] stands out not only for [his/her/their] impressive academic achievements, but also for the depth of [his/her/their] empathy, self-awareness, and interpersonal skills. [He/She/They] possesses an innate ability to understand and manage personal emotions while remaining attuned to the feelings and perspectives of others. This proficiency allows [him/her/them] to resolve conflicts amicably, offer thoughtful support to peers, and thrive in group collaborations.

Throughout [his/her/their] time at [School Name], [Student's Name] has demonstrated resilience in the face of academic and personal challenges. When confronted with setbacks, [he/she/they] responds with reflection and maturity, utilizing feedback to grow and adapt. [His/Her/Their] capacity to persevere through difficulties while maintaining a balanced and optimistic outlook is truly commendable.

Whether leading a team project, volunteering with the community, or navigating daily interactions with staff and students, [Student's Name] fosters an atmosphere of respect, encouragement, and trust. [His/Her/Their] thoughtful approach to communication and ability to build positive relationships have not only benefited our school environment but have also set a powerful example for others.

I am confident that [Student's Name] will bring these exceptional qualities to your college community, contributing positively to both academic and social spheres. [He/She/They] is an individual with great integrity and emotional maturity, and I give my strongest recommendation for [his/her/their] admission to [College/University Name].

Please feel free to contact me if you have any further questions. Thank you for your consideration.

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