

# Reference Letter Sample for Merit-Based Scholarship Application

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

**To the Scholarship Committee,**

I am pleased to write this letter in strong support of **[Student's Name]** and their application for the **[Name of Scholarship]**. As **[Student's Name]**'s **[teacher/mentor/employer]** for the past **[duration]**, I have had the privilege of witnessing first-hand their exemplary academic performance, passion for learning, and commitment to personal growth.

**[Student's Name]** consistently demonstrates a high level of intellectual curiosity and academic excellence. They have maintained an outstanding grade point average while enrolling in the most challenging courses available, including **[list relevant courses, if applicable]**. Their ability to grasp complex concepts quickly and apply them to real-world situations is exceptional for a student of their age.

Beyond academics, **[Student's Name]** distinguishes themselves through exceptional leadership and extracurricular involvement. They have served as **[positions held]** in **[clubs, organizations, sports]**, where they inspired peers and demonstrated outstanding organizational skills. Their commitment to community service, evident in their participation in **[volunteer activities]**, reflects a genuine desire to make a positive impact on others.

One of **[Student's Name]**'s most admirable qualities is their unwavering dedication to excellence. They approach challenges with resilience, a strong work ethic, and a mature perspective well beyond their years. Their positive attitude, humility, and kindness make them a role model among their peers.

In summary, I offer my highest recommendation for **[Student's Name]** as a worthy candidate for the **[Name of Scholarship]**. I have every confidence they will continue to achieve remarkable success and contribute meaningfully to your academic community. Please feel free to contact me should you require any further information.

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