

Reference Letter Template: Professor for Graduate School Application

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

To the Graduate Admissions Committee:

I am pleased to write this letter in support of **[Student's Full Name]** and their application to your graduate program in **[Program Name]** at **[University Name]**. I have had the pleasure of working with **[Student's First Name]** as their professor in **[Course Name(s)]** and as their supervisor during **[research project, lab, or other activity]**, and I can confidently attest to their academic abilities, work ethic, and research potential.

Throughout the time I have known **[Student's First Name]**, they have consistently demonstrated a high level of intelligence, initiative, and dedication. In my class, **[he/she/they]** earned one of the top grades, exhibiting strong analytical and critical thinking skills. For example, **[provide a specific example of a project, paper, or presentation]**, which showcased **[his/her/their]** ability to synthesize complex information and present it clearly.

Beyond coursework, **[Student's First Name]** contributed significantly to **[describe research or extracurricular activity]**. **[He/She/They]** took the lead on **[specific task or aspect]**, showing remarkable independence and creativity. **[His/Her/Their]** work on **[describe accomplishment or project]** was well received and highlighted a capacity for rigorous, methodical research.

On a personal level, **[Student's First Name]** is highly motivated, responsible, and collegial. **[He/She/They]** collaborates effectively with peers, eagerly seeks feedback to improve, and approaches challenges with resilience and curiosity. These characteristics, in addition to an excellent academic record, make **[him/her/them]** an ideal candidate for advanced study.

I have no doubt that **[Student's First Name]** will excel in your graduate program and make significant contributions to your academic community. I give **[him/her/them]** my highest recommendation without reservation. Please feel free to contact me at **[your email address/phone]** if you have any questions.

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