

# Sample Character Reference Letter for Scholarship Application

A sample character reference letter for scholarship application provides a well-structured example of how to endorse an applicant's personal qualities, academic achievements, and potential contributions to the scholarship committee. This letter emphasizes the candidate's integrity, dedication, and motivation, helping to strengthen their application by showcasing credible support from a respected individual such as a teacher, employer, or community leader.

## Character Reference Letter Template

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

Scholarship Committee  
[Scholarship Name]  
[Institution/Organization Name]  
[Address]  
[City, State, ZIP Code]

Dear Members of the Scholarship Committee,

I am pleased to write this character reference letter on behalf of [Applicant's Name], who is applying for the [Name of Scholarship]. I have known [Applicant's Name] for [duration] as their [relationship: teacher, employer, mentor, etc.] and have been consistently impressed by their outstanding character and dedication.

[Applicant's Name] has demonstrated a strong commitment to academic excellence and personal growth, consistently achieving [mention specific achievements, e.g., high grades, awards]. Beyond academics, [he/she/they] has shown remarkable leadership, compassion, and a willingness to help others through involvement in [clubs, organizations, community service, etc.].

What truly sets [Applicant's Name] apart is [his/her/their] integrity, perseverance, and motivation to succeed despite challenges. [He/She/They] is well-respected among peers and teachers alike for [his/her/their] positive attitude and strong moral character.

I am confident that [Applicant's Name] will make a meaningful contribution as a recipient of the [Name of Scholarship] and will continue to excel in [his/her/their] academic and future endeavors. I wholeheartedly recommend [him/her/them] for this scholarship without reservation.

If you require any further information, please feel free to contact me at [your phone number] or [your email address].

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