**Character Reference Letter for Student**

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

**[Recipient's Name]  
[Recipient's Position]  
[Company/Organization Name]  
[Company/Organization Address]  
[City, State, ZIP Code]**

**Subject: Character Reference for [Student's Name]**

**Dear [Recipient's Name],**

**I am writing to provide a character reference for [Student's Name], a student in [grade/class] at [School/Institution Name]. I have had the pleasure of teaching [Student's Name] for [duration], and I can confidently say that [he/she/they] exemplifies the qualities of an outstanding student.**

**Academic and Personal Qualities  
[Student's Name] has consistently demonstrated excellent academic performance, coupled with a strong work ethic and a genuine passion for learning. [He/She/They] approach every subject with enthusiasm and curiosity, often going above and beyond the required assignments.**

**Character Traits  
In addition to academic excellence, [Student's Name] possesses remarkable character traits. [He/She/They] are:**

* **Responsible: [Student's Name] is highly reliable, always submitting assignments on time and preparing thoroughly for exams.**
* **Respectful: [He/She/They] treat teachers and peers with utmost respect and courtesy, contributing to a positive classroom environment.**
* **Compassionate: [Student's Name] is always willing to help classmates who may be struggling, showing great empathy and kindness.**

**Notable Contributions  
A specific instance that highlights [Student's Name]'s character is when [describe a specific example, such as a project or event where the student showed leadership, initiative, or teamwork]. This experience underscored [his/her/their] ability to [specific qualities demonstrated, e.g., lead a team, solve problems creatively, support peers].**

**Conclusion  
In conclusion, I wholeheartedly recommend [Student's Name] for any academic program, scholarship, or opportunity that requires a candidate with strong character and academic prowess. [He/She/They] have the potential to excel in any endeavor [he/she/they] pursue.**

**Please feel free to contact me if you require any further information.**

**Sincerely,  
[Your Name]  
[Your Position]**