
Sample of Recommendation Letter for University Admission

[Your Name]

[Your Title]

[Your School/Institution]

[Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[University/Organization]

[Address]

[City, State, ZIP Code]

Subject: University Admission Recommendation for [Student's Name]

Dear [Recipient's Name],

I am delighted to write this recommendation letter for [Student's Name], who is applying for admission to [University/Program Name]. Over the past [number] years as [his/her/their] [Subject] teacher, I have witnessed [Student's Name]'s exceptional academic abilities and personal qualities.

[Student's Name] consistently performs at the highest level in my class, demonstrating a deep understanding of the subject matter and an eagerness to engage in thoughtful discussions. [His/Her/Their] analytical skills and innovative approach to problem-solving are truly impressive.

In addition to [his/her/their] academic prowess, [Student's Name] is an active member of our school community. [He/She/They] participate in [list extracurricular activities], showcasing leadership, teamwork, and a strong commitment to [school/community service]. [Student's Name]'s ability to balance academic and extracurricular responsibilities is commendable.

I am confident that [Student's Name] will be a valuable addition to [University/Program Name]. [He/She/They] possess the qualities and determination needed to succeed in higher education and beyond. I strongly recommend [Student's Name] for admission.

Should you require any additional information, please do not hesitate to contact me.

Sincerely,
[Your Name]