

Informal Academic Reference Letter

Subject: Recommendation for [Student Name]

Hi [Admissions Committee],

I'm happy to recommend [Student Name] for your program. I've known [him/her/them] as a student in my [Course Name] class and can vouch for [his/her/their] dedication, curiosity, and collaborative spirit.

[He/She/They] is motivated and eager to learn, and I believe [he/she/they] will thrive in your academic environment.

Best,

[Your Name]

[Position]

[Institution]

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