**LETTER OF RECOMMENDATION**

**[Name]**

**[Phone Number]**

**[E-Mail]**

To Whom This May Concern,

My name is **[Your Name]** and proud to offer my recommendation of **[Student Name]** to whom I have personally known for **[years]**  as the student’s professor at **[Name of School]**.

During my relationship with**[Student Name]** I have experienced an individual who shows up earlier than asked, works hard, and carries themselves in a polite, respectable manner. In addition, **[Student Name]**is a devout student who has always presented themselves with levelheadedness and grace.

If you have any requests or questions do not hesitate to contact me.

Best,

**[Signature]**

**[Date]**

**[Print Name]**