**LAW SCHOOL RECOMMENDATION LETTER**

**[Sender’s Name]  
[Sender’s address]  
[City, state, Zip Code]**  
Phone Number:  
Email:

**[Date]**

**[Recipient’s Name, Department /Office]  
[Recipient’s Address]  
[City, State, Zip Code]**

Dear **[RECIPIENT’S NAME]**

I want to recommend **[insert student’s name]** for acceptance into your law program. I have known **[Insert student’s name]** for **[period]**. [Insert student’s name] has completed a very competitive internship with us.

**[Insert student’s name]** has displayed dedication, seriousness, and a willingness to learn, which is quite impressive even in **[ his/he]** capacity. I have observed **[him/her]** display a sense of responsibility not only with [his/her] work but also with [his/her] studies.**[Insert student’s name ]** displayed leadership and public speaking skills in an exceptional instance when **[he/she][provide example]**. **[He/she]** also showed good communication skills.

I strongly believe that [insert student’s name] will be an excellent addition to your program. The hard work commitment, dedication, experience, and skills possessed make **[him/her]** an excellent student. All this, coupled with your law program, will make **[him/her]** a successful attorney in the future.

You can contact me for further information.

Sincerely

**[Sender’s signature]  
[Sender’s Name]  
[Title]**