456 Center Lane

Honeywell, Virginia 00000

December 1, 2010

To Whom It May Concern:

I am writing to lend my support for Susan Smith to attend ABC University to further her graduate studies in English. I highly recommend that she be accepted into your coveted program.

As a Professor of Literature at XYZ University for ten years, I have instructed many students in the subject. However, Ms. Smith’s willingness to learn and dedication to literature have stood out among her colleagues. I have had the pleasure of Ms. Smith’s presence in four of my classes. Each time she earned an A in my class, whereas the average student would earn a B.

In her senior year, Ms. Smith wrote her senior thesis on post-modern techniques used by Toni Morrison. She worked tirelessly and presented a flawless paper to the thesis committee at the end of the year. In fact, Ms. Smith won the school’s top thesis award for her efforts.

I believe that Ms. Smith will become a leader in the study of literature, making her an excellent candidate for your school. She will continue to excel in the future and receives my highest recommendation as a student.

Very respectfully,

Jane Doe

Professor of Literature

XYZ University