To,

The Principal,

ABC School,

#4, Highway Street,

London, BS43

5th June 20XX

Sub : Recommendation Letter for high school student

Dear Sir,

I am glad to write this recommendation letter for my favorite and extraordinary student James Thompson, who is an applicant for the ABC scholarship. Having James in my Sports classes this past year has been a real pleasure. We have bonded over our common interest in Table Tennis.

James is involved in a wide range of extracurricular activities, from volunteering at a homeless shelter to chairing our school’s environment task force and, of course, participating in the Table tennis club for which I am the faculty sponsor. He aspires to be a script writer or a news reporter. Whatever path he chooses, I know James will excel and prove our school proud.

This scholarship would go a long way toward helping James achieves his goals, and I strongly urge you to award scholarship it to him. You will not find a more worthy recipient. He has my highest recommendation. Should you have any questions, please do not hesitate to get in touch with me.

Yours truly,

Thomas Campbell

Sports Teacher