**Scholarship Letter of Recommendation**

To Whom This May Concern,

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Your Name], am writing this letter to express my support for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Student’s Name] and their application for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of Scholarship]. I have had the pleasure of ☐ teaching ☐ employing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Student’s Name] at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of School or Business] for the last \_\_\_ years.

During my relationship with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Student’s 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’s Name] is exceptionally gifted at making others feel comfortable and always maintaining a positive attitude. It is without reservation that I recommend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Student’s Name] as a candidate for this scholarship.

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

Best,

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_