

## Initial recommendation pending further evaluation

Subject: Preliminary Recommendation for [Employee Name]

Dear [Admissions Committee],

I am pleased to provide this preliminary recommendation for [Employee Name], who has been an integral part of our team at [Company Name]. Based on their performance and professional growth to date, I anticipate they will excel in your graduate program.

A more detailed recommendation can be provided upon request. I fully support [Employee Name]'s application and believe they will contribute positively to your academic community.

Sincerely,

[Your Name]

[Title]

[Company Name]

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