

Provisional Internship Reference Letter

Subject: Provisional Reference for [Intern Name]

Dear [Recipient Name],

I am providing a provisional reference for [Intern Name], who has recently completed their internship at [Company/Organization Name]. While their full-term evaluation is ongoing, their performance has been highly commendable, showing initiative and adaptability.

I am confident they will excel in future internships or professional settings and recommend them for consideration.

Sincerely,

[Your Name]

[Title]

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