

Casual School Recommendation Email

Hello [Admissions Officer Name],

I hope you are well. I am happy to recommend [Student Name] for admission to your school.

[He/She/They] has been an outstanding student in my class, showing dedication, creativity, and a love for learning.

[Student Name] has also contributed positively to group activities and school projects. I am confident [he/she/they] will thrive in your school environment.

Best regards,

[Your Name]

[Position]

[School Name]

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