

Professional Recommendation Email from a Former Teacher

Subject: Recommendation for [Student's Full Name]

Dear [Admissions Officer/Committee],

I am pleased to recommend [Student's Full Name] for admission to your institution. I taught [him/her] in [subject/class] during [year/semester], and I was thoroughly impressed by [his/her] work ethic, curiosity, and willingness to engage deeply with the material.

[Student's Name] has a strong ability to balance academics with extracurricular commitments, often managing leadership positions in [clubs/sports] while maintaining excellent grades. [He/She] demonstrates maturity beyond [his/her] years, always willing to help peers and maintain respectful conduct with staff.

I strongly recommend [Student's Name] as an asset to your academic community. Please feel free to reach out if further information is needed.

Best regards,

[Your Full Name]

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