

Graduate School Recommendation Request

Dear [Professor Name],

I am preparing my application for [Graduate Program Name] and would be honored if you could write a letter of recommendation for me.

During my time in your [Class/Lab/Research], I gained invaluable knowledge and experience, and I believe your endorsement would strongly support my application.

I can provide a resume, transcript, and any other details to assist you in preparing the letter. The deadline for submission is [Date].

Thank you for considering my request.

Sincerely,

[Your Name]

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