

Letter for Employee Changing Career Paths

To the Scholarship Review Board,

I am writing to support [Employee Name]'s application for the [Scholarship Name]. While [he/she/they] currently works as [Current Job Title] at [Company Name], [his/her/their] pursuit of education in [New Field] represents a thoughtful and well-considered career transition.

During [his/her/their] [duration] with our organization, [Employee Name] has been an exemplary employee, consistently demonstrating professionalism, reliability, and strong work ethic. However, I have also observed [his/her/their] growing passion for [new field] and recognize that [his/her/their] true calling lies in a different direction.

What makes [Employee Name] an excellent candidate for this scholarship is not just [his/her/their] motivation for change, but the transferable skills [he/she/they] brings from current professional experience. [His/Her/Their] abilities in [skill 1], [skill 2], and [skill 3] will serve [him/her/them] well in [new field]. Additionally, [he/she/they] has already begun preparing for this transition by [self-study, volunteering, relevant activities].

Career changes require courage, self-awareness, and commitment—qualities [Employee Name] possesses abundantly. [He/She/They] has approached this transition with characteristic thoughtfulness, researching programs thoroughly, connecting with professionals in [new field], and developing a clear plan for [his/her/their] educational and career trajectory.

I fully support [Employee Name]'s decision to pursue [his/her/their] passion, and I believe this scholarship would be an investment in someone who will bring maturity, professional experience, and genuine enthusiasm to [his/her/their] studies.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]

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