

From: \_\_\_\_\_  
Title/Position: \_\_\_\_\_  
Institution/Organization: \_\_\_\_\_  
Date: \_\_\_\_\_

To: Admissions Committee  
Graduate School Name: \_\_\_\_\_  
Graduate Program: \_\_\_\_\_

Dear Admissions Committee,

I am writing to recommend \_\_\_\_\_ for admission to your graduate program. [Insert your detailed reference letter content here, including how you know the applicant, their qualifications, achievements, character, and why you recommend them for graduate study.]

If you need further information, feel free to contact me.

Sincerely,

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