

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,
