Academic Recommendation Letter

Issued and signed by the faculty member. The student receives a copy.

ORGANISATION

REF. NO.

DATE

ADDRESS

To whom it may concern

Subject: Recommendation for admission / scholarship

STUDENT NAME

PROGRAMME APPLIED FOR

COURSES TAUGHT / SUPERVISED

KNOWN SINCE

RANK IN CLASS

OVERALL RECOMMENDATION

EXAMPLES OF WORK AND CHARACTER

I have known the student named above in the capacity described and am pleased to support their application. They have shown intellectual curiosity, rigour and integrity, as the examples above illustrate.

I am confident they will succeed in the programme and contribute to its community.

SIGNATORY NAME

DESIGNATION

SEAL

Faculty member

SIGNATURE

PRINTED NAME

DATE