

LETTER OF REFERENCE LETTER: EXAMPLE 1

Members of the Admissions Committee:



It is with great pleasure that I write to recommend ___ to you for admission to your fine institution. ___ is the kind of student who makes me come to work each day. She is the exemplar of someone who refuses to live and act in the ways her forebears have had to in order to survive. I am well-acquainted with her mom and her older sister and the three of them are women of power—and indeed ___, the youngest of them, dazzles me with the force of her will to succeed and her determination to do and be everything that is within the realm of possibility for her. In a few words, she's honest, a leader, an intellectual, and (delightfully) a great wit.

Though Spanish is her native language, she has become so fluent in Italian that she has reached the point where there are no regularly-offered classes in her high school, so she studies on her own. _____ is dedicated to the study of International Relations, has never hesitated to take the hardest classes available, works regularly to help support the family, writes beautifully, and is very active at her high school. She's someone who takes advantage of every opportunity offered to her. For example, last year on the east coast Women's College Trip, she was one of the most enthusiastic participants, combing each campus to discover what programs and facilities were available, interacting with current students, asking astute and probing questions—as you know, the ideal prospective student. She took her books along and studied at the libraries of all the colleges she visited. _____ is very committed to the idea of leaving home for college.

_____ is someone who naturally goes well beyond the expected to explore the depth and breadth of any issue that captures her attention. Please let me know if you have any questions or concerns that I may be able to help you resolve. Do read _____ carefully. She is an exemplary woman.

With best regards,

Name of Recommender

Title

Adapted from:

Fulfillment Fund College Pathways Curriculum

www.fulfillment.org
