

To Whom It May Concern:

It is my pleasure to strongly recommend [Applicant Name] for Century College Foundation Scholarships.

I am [Your Name], a [your position] at [Institution or Company]. I have [number] years of experience working in [your industry or academic focus] and have seen many young professionals come and go. [Applicant Name] is one individual I have worked with who uniquely stands out.

During our time together, [Applicant Name] displayed great talents in [skill, trait, experience, class, etc.]. When we first met, I was immediately impressed with [Applicant's Name], and when we worked together, her understanding of [key topic] grew far more than that of her peers.

[Insert personal story elaborating on key skills, traits or experiences].

It's not just [Applicant's Name] technical skills that impress me, however. [Name] was a joy to work with because of [Pronoun] amazingly positive attitude and [positive trait]. [Pronoun] [positive trait] and [positive trait] were also necessary and valued not just by myself but by [Pronoun] peers, who often relied on [Pronoun] to get the job done.

I am confident that [Applicant Name] would be a great fit for your Century College Foundation Scholarships. Not only will [Pronoun] bring the kind of skills and experiences you're looking for in an applicant, but [Pronoun] will also quickly become an asset and help your [Institution/Company] grow in anyway [Pronoun] can.

If you need more information or specific examples, please do not hesitate to contact me at [contact information]. As a recommendation letter likely only provides a snapshot of [Pronoun] talents and achievements, I would be happy to elaborate further on my time working with [Pronoun].

Sincerely,

[Your Name, Company, and Title]

<https://www.indeed.com/career-advice/career-development/how-to-write-a-letter-of-recommendation-with-examples>