

## Reference Letter for a Student Applying for a Scholarship

**[Your Name]**

[Address]

[Letter's Date]

[Recipient's Name]

[Address]

**[Subject: Subject of Letter]** -optional

Dear [recipient's name],

I hope this letter finds you well. This is a recommendation letter written in favor of Ms. Kristine Nathan's application for your scholarship program. She works at my café as a part time waitress and I have seen her working hard day and night to support her family and to pay her educational dues. Recently I heard that she has applied for a scholarship program and it occurred to me that there can be no other applicant more deserving of this scholarship grant than her.

I am sure that her grades and other academic details that you have received must have shown the level of intelligence that this young girl holds.

I highly recommend Kristine as the most deserving applicant for your generous scholarship program.

This grant will lessen the burden that her weak shoulders have been bearing for a long time and of course she could do even better in her studies. I sincerely hope that this aids your consideration. Please feel free to contact me on given numbers for any further information.

Thank you very much.

Yours Sincerely,

**[Your Name]**