

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[Institution/Organization's Name]
[Address]
[City, State, Zip Code]

Dear [Scholarship Committee's Name or Committee Members],
I am writing to express my strong support for [Applicant's Name] in their application for the BBA scholarship. As [his/her/their] [relationship to applicant, e.g., professor, advisor, employer], I have had the pleasure of witnessing [his/her/their] academic and personal growth over the past [duration].

[Paragraph about the applicant's qualifications, achievements, and character. Mention specific examples of their academic performance, extracurricular involvement, and any relevant skills or traits.]

In addition to [his/her/their] impressive academic record, [Applicant's Name] demonstrates a remarkable commitment to [specific values or initiatives relevant to the scholarship]. [Provide an example of how the applicant embodies these values or engages in community service.]

I firmly believe that [Applicant's Name] would be an outstanding recipient of the BBA scholarship. [He/She/They] has the potential to make significant contributions to [his/her/their] field and the community at large.

Thank you for considering my enthusiastic recommendation of [Applicant's Name] for this scholarship opportunity. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Institution/Organization, if applicable]