

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you in great spirits. I am writing to enthusiastically recommend [Applicant's Name] for the [Position/Program] at [Organization/Institution Name].

During [his/her/their] time at [Your Institution/Organization], I had the pleasure of witnessing [Applicant's Name]'s remarkable growth and dedication to the field of criminal justice. [He/She/They] consistently demonstrated a deep understanding of complex issues and a commitment to promoting justice and equity.

One of the standout projects [he/she/they] undertook was [briefly describe a specific project or experience that highlights their skills and dedication]. This experience not only showcased [his/her/their] analytical skills but also [his/her/their] ability to work effectively under pressure.

Beyond academic prowess, [Applicant's Name] is a person of high integrity and compassion. [His/Her/Their] interpersonal skills allow [him/her/them] to connect with diverse populations, making [him/her/them] an invaluable asset in any criminal justice setting.

I firmly believe that [Applicant's Name] will bring the same level of enthusiasm and dedication to [Program/Position] as [he/she/they] has shown while working with us. I wholeheartedly recommend [him/her/them] for this opportunity and am confident [he/she/they] will excel.

Thank you for considering this recommendation. If you have any questions or require further information, please do not hesitate to contact me.

Warm regards,

[Your Name]
[Your Title]
[Your Organization]
[Your Contact Information]