

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

Dear Scholarship Committee,

I am writing to wholeheartedly recommend [Student's Name] for the CJC Scholarship. I have had the pleasure of knowing [him/her/them] for [duration] as [his/her/their] [teacher/mentor/supervisor] at [Organization/School Name]. Throughout this time, [Student's Name] has impressed me with [his/her/their] dedication, intelligence, and passion for [field/subject].

[Insert a paragraph highlighting specific achievements, leadership qualities, and contributions in their community or field of study.]

In conclusion, I believe that [Student's Name] is a strong candidate for the CJC Scholarship and will fully utilize this opportunity to further [his/her/their] education and contribute positively to society. I highly recommend [him/her/them] without reservation.

Thank you for considering this deserving candidate.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Organization]