

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

Dear [Recipient's Name or "Scholarship Committee"],  
I am writing to wholeheartedly recommend [Candidate's Name] for the GBA Scholarship. As [his/her/their] [Your Relationship to the Candidate, e.g., teacher, mentor, employer] at [Your Institution/Organization], I have had the pleasure of witnessing [his/her/their] exceptional work ethic, commitment to excellence, and dedication to [specific field or cause].

[Provide a specific example of the candidate's accomplishments, skills, or attributes relevant to the scholarship. Discuss their academic performance, leadership qualities, community involvement, etc.]  
Throughout [his/her/their] time at [Institution/Organization], [Candidate's Name] has demonstrated [specific qualities, e.g., resilience, creativity, critical thinking] that sets [him/her/them] apart from [his/her/their] peers. [Include another example or a personal anecdote that highlights the candidate's potential and suitability for the scholarship.]

I firmly believe that [Candidate's Name] has the qualities and determination necessary to succeed in any academic and professional endeavor. Granting [him/her/them] the GBA Scholarship would not only recognize [his/her/their] achievements but also empower [him/her/them] to further [his/her/their] ambitions and contribute positively to [field/community].

Thank you for considering [Candidate's Name] for this prestigious scholarship. I am confident that [he/she/they] will exceed your expectations and make significant contributions as a scholarship recipient.

Sincerely,  
[Your Name]  
[Your Title/Position]  
[Your Institution/Organization]