

[Your Name]
[Your Title/Position]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Admissions Committee

Indiana University

[IU Address]

[City, State, Zip Code]

Dear Admissions Committee,

I am writing to recommend [Applicant's Name] for admission to Indiana University. As [his/her/their] [Your Relationship to Applicant, e.g., teacher, employer, etc.] for [length of time], I have had the opportunity to observe [his/her/their] exceptional skills and dedication.

[Paragraph about the applicant's academic achievements, strengths, and relevant experiences. Include specific examples where possible.]

In addition to [his/her/their] academic talents, [Applicant's Name] has demonstrated [personal qualities such as leadership, teamwork, creativity, etc.]. [Provide examples to illustrate these qualities.]

I wholeheartedly believe that [Applicant's Name] would make a valuable addition to the Indiana University community. [His/Her/Their] passion for [specific field or discipline] aligns perfectly with the programs offered at IU, and I am confident that [he/she/they] will continue to excel and contribute positively.

Thank you for considering this application. If you require any further information, please feel free to contact me.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position]

[Your Organization]