

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

Dear [Recipient Name],

I am writing to wholeheartedly recommend [Applicant's Name] for the IWA application. I have had the pleasure of knowing [him/her/them] for [duration] while [he/she/they] [describe your relationship, e.g., "worked under my supervision at [Organization/Institution]" or "was a student in my class"].

During this time, I have been consistently impressed by [his/her/their] [mention specific strengths, e.g., "dedication, strong work ethic, creativity, leadership skills"]. [He/She/They] demonstrated exceptional [specific skills or achievements relevant to IWA application], which I believe will be an asset to [his/her/their] future endeavors.

[Provide a specific example of the applicant's accomplishments or contributions]. This experience not only highlights [his/her/their] [skills/traits], but also [demonstrates a particular value or lesson relevant to IWA].

In addition to [his/her/their] academic and professional qualifications, [Applicant's Name] possesses remarkable interpersonal skills.

[He/She/They] works well with [peers, supervisors, clients], and is respected by all for [his/her/their] [qualities, such as "integrity, empathy, and ability to collaborate"].

I believe that [Applicant's Name] would be an excellent candidate for the IWA program and would contribute meaningfully to your community. I have no doubt that [he/she/they] will excel in this opportunity and continue to inspire others.

Thank you for considering [his/her/their] application. Please feel free to contact me at [your phone number] or [your email] if you need further information or insights.

Sincerely,

[Your Name]  
[Your Position]