

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

Admissions Committee

JFK High School

[School Address]

[City, State, Zip Code]

Dear Admissions Committee,

I am writing to enthusiastically recommend [Student's Full Name] for admission to JFK High School. I have had the pleasure of teaching [him/her/them] in [Subject/Activity] for [duration] at [Current School/Organization], where [he/she/they] consistently demonstrated qualities that I believe align perfectly with the values of JFK High School.

[Student's First Name] is a bright and dedicated student who exhibits a genuine passion for [specific subject/interest]. [He/She/They] has shown remarkable [qualities - e.g., leadership, creativity, perseverance] through [specific examples of achievements, projects, or extracurricular involvement].

In addition to [his/her/their] academic accomplishments, [Student's First Name] is actively involved in [clubs, sports, or community service], where [he/she/they] has made significant contributions. [Provide specific examples of involvement and impact.]

I am confident that [Student's First Name] will thrive at JFK High School and contribute positively to your community. [His/Her/Their] enthusiastic spirit and strong work ethic make [him/her/them] an ideal candidate for your institution.

Thank you for considering this application. I wholeheartedly support [Student's Full Name] in pursuing this opportunity at JFK High School.

Sincerely,

[Your Full Name]

[Your Position]

[Your School/Organization]