

[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/Position]  
[Scholarship Committee/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name or Scholarship Committee Members],  
I am writing to recommend [Applicant's Name] for the NQF scholarship. I have had the pleasure of knowing and working with [him/her/them] for [length of time] as [his/her/their] [teacher/professor/supervisor] at [Your Institution/Organization].  
[Applicant's Name] has consistently demonstrated [specific qualities or skills, e.g., dedication, leadership, academic excellence] during [his/her/their] time in my [class/project/team]. [Provide a specific example or anecdote that illustrates these qualities].  
In addition to [his/her/their] academic achievements, [Applicant's Name] has been actively involved in [mention extracurricular activities, volunteer work, or relevant experiences], showcasing [his/her/their] commitment to [related field/area of interest].  
I believe that [Applicant's Name] has the potential to be a valuable asset to the [specific program or field related to the scholarship]. [He/She/They] is a motivated and hardworking individual who will make the most of the opportunities provided by the NQF scholarship.  
I wholeheartedly support [his/her/their] application and highly recommend [him/her/them] for this scholarship. I am confident that [Applicant's Name] will excel and contribute positively to the program and beyond.  
Thank you for considering this exceptional candidate.  
Sincerely,  
[Your Name]  
[Your Title/Position]  
[Your Institution/Organization]