

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

Dear [Recipient's Name],

I am writing to wholeheartedly recommend [Student's Name] for the TTD Scholarship. As [his/her/their] [teacher/counselor/supervisor] at [Your Institution/Organization], I have had the pleasure of witnessing [his/her/their] academic dedication and personal growth over the past [duration].

[Student's Name] has consistently demonstrated [specific qualities such as leadership, resilience, passion for learning], which I believe aligns perfectly with the values of the TTD Scholarship. [He/She/They] has excelled in [mention relevant subjects, projects, or extracurricular activities], showcasing [his/her/their] commitment and intelligence. Moreover, [Student's Name] is not only a dedicated student but also a compassionate individual who [mention any community service or extracurricular involvement]. [His/Her/Their] ability to [mention any specific skill or characteristic] makes [him/her/them] stand out among peers.

I am confident that this scholarship will greatly benefit [Student's Name] and empower [him/her/them] to reach [his/her/their] academic and career aspirations. I strongly urge you to consider [his/her/their] application favorably.

Thank you for considering this recommendation. Please feel free to contact me at [your phone number] or [your email] should you need further information.

Sincerely,

[Your Name]  
[Your Position]  
[Your Institution/Organization]