

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

Admissions Committee
University of Florida
[Specific Department/Program]
[Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to recommend [Student's Name] for admission to the University of Florida. As [his/her/their] [your relationship to the student, e.g., teacher, counselor, supervisor] at [Your Institution/Organization], I have had the pleasure of knowing [him/her/them] for [duration].

During [his/her/their] time in my [class/program/project], [Student's Name] demonstrated exceptional [qualities/skills, e.g., analytical abilities, creativity, work ethic], which I believe will serve [him/her/them] well in the rigorous academic environment at UF. [Provide specific examples of achievements, projects, or contributions that highlight the student's strengths.]

In addition to [his/her/their] academic abilities, [Student's Name] has shown [mention any personal qualities such as leadership, teamwork, and resilience]. [Example demonstrating personal qualities].

I have no doubt that [Student's Name] will not only thrive at the University of Florida but will also contribute positively to the campus community. I strongly recommend [him/her/them] for admission and am excited to see what [he/she/they] will accomplish in the future.

Thank you for considering this application.

Sincerely,

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