

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

Admissions Committee
University of Johannesburg
[University Address]
[City, State, Zip Code]

Dear Members of the Admissions Committee,
I am writing to recommend [Student's Name] for admission to the University of Johannesburg. As [his/her/their] [teacher/employer/ mentor] at [Your Organization/School Name] for [duration], I have had the pleasure of witnessing [his/her/their] growth and dedication first-hand. Throughout [his/her/their] time with us, [Student's Name] has demonstrated exceptional skills in [specific skills or subjects] and has consistently shown a genuine passion for [field of study or interest]. [He/She/They] is a quick learner and approaches challenges with a positive attitude.

One of the standout projects [he/she/they] undertook was [brief description of a relevant project or experience]. This experience showcased [his/her/their] ability to [relevant skills or qualities], which I believe will contribute to [his/her/their] success at your esteemed university.

In addition to [his/her/their] academic achievements, [Student's Name] is also an active participant in [extracurricular activities or community service]. [He/She/They] has demonstrated leadership qualities and has positively impacted [his/her/their] peers.

I wholeheartedly endorse [Student's Name] for admission to the University of Johannesburg. I am confident that [he/she/they] will bring [his/her/their] enthusiasm, drive, and dedication to your institution. Please feel free to contact me if you require any further information.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Typed Name]
[Your Position]