

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Title]
[WGU Scholarship Committee]
[University Name]
[University Address]
[City, State, Zip Code]

Dear [Recipient Name or Scholarship Committee],
I am writing to wholeheartedly recommend [Applicant's Name] for the [specific scholarship name] at Western Governors University. I have had the pleasure of knowing [Applicant's Name] for [duration] as [his/her/their] [relationship to applicant - e.g., teacher, mentor, supervisor], and I can confidently say that [he/she/they] exemplifies the qualities that this scholarship seeks to reward.

[In this paragraph, provide specific examples of the applicant's achievements, skills, and character traits that make them a strong candidate for the scholarship. Discuss their academic performance, leadership abilities, community involvement, or any relevant experience.]

[In the following paragraph, highlight how the scholarship will benefit the applicant and their future ambitions. Connect their goals and aspirations with the values of the scholarship and WGU.]

I am confident that [Applicant's Name] will make the most of this opportunity and will excel in [his/her/their] studies at WGU.

[He/She/They] has my highest recommendation, and I sincerely hope you will consider [his/her/their] application for this scholarship.

Thank you for your time and consideration. If you have any further questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]
[Your Title/Position if applicable]
[Your Organization/School if applicable]