

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

Admissions Office  
Xi'an Jiaotong-Liverpool University  
[University Address]  
[City, State, Zip Code]

Dear Members of the Admissions Committee,

I am writing to strongly endorse [Applicant's Name] for admission to [specific program] at XJTLU. As [Your Relationship to the Applicant, e.g., professor, supervisor, etc.], I have had the pleasure of knowing [Applicant's Name] for [duration] and can confidently attest to their [qualities, skills, and attributes relevant to the program].

[Provide specific examples of the applicant's strengths, achievements, and any relevant experiences that demonstrate their potential.]

[Describe any relevant projects, research, or collaborations that highlight the applicant's capabilities.]

I believe that [Applicant's Name] would be an excellent addition to the XJTLU community, bringing [mention unique traits or perspectives]. I wholeheartedly recommend [him/her/them] for admission, as I am certain that [he/she/they] will excel in the [specific program] and contribute positively to your institution.

Thank you for considering this application. Should you require any further information, please do not hesitate to contact me.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Title/Position]  
[Your Institution/Organization]