

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

Admissions Committee

Yerba Buena Center for the Arts (YBCA)

[Address of YBCA]  
[City, State, Zip Code]

Dear Members of the Admissions Committee,

I am writing to wholeheartedly recommend [Applicant's Name] for consideration at Yerba Buena Center for the Arts. As [his/her/their] [your relationship to the applicant, e.g., teacher, mentor, supervisor] for [duration], I have had the privilege of witnessing [his/her/their] immense talent and dedication to the arts.

During our time together, [Applicant's Name] has demonstrated exceptional [specific skills or qualities], particularly in [specific projects or experiences]. [He/She/They] has shown an incredible ability to [describe a relevant skill or accomplishment], setting [him/her/them] apart from [his/her/their] peers.

I believe that [Applicant's Name]'s passion for the arts and commitment to [specific practice or community engagement] will contribute significantly to the vibrant community at YBCA. [He/She/They] possesses the creativity and resilience that are essential for artistic growth, and I am confident that [he/she/they] will thrive in such an inspiring environment.

I strongly recommend [Applicant's Name] for your program, as I am certain [he/she/they] will be a valuable addition to the YBCA community. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Thank you for considering this application.

Sincerely,

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