

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

Dear [Recipient Name],

I am writing to recommend [Student's Name] for [Program/Position] at YKU. I have had the pleasure of knowing [Student's Name] for [duration] as [his/her/their] [teacher/advisor/supervisor] in [context].

Throughout this time, [Student's Name] has demonstrated exceptional [describe relevant skills or qualities]. For instance, [provide specific example of achievement or behavior]. This experience has shown me that [he/she/they] possesses a true passion for [field/subject].

Moreover, [Student's Name] consistently exhibits [mention any additional qualities or skills]. In [his/her/their] role as [position or responsibility], [he/she/they] was able to [describe accomplishment or contribution]. This not only benefited [his/her/their] personal growth but also positively impacted those around [him/her/them].

I am confident that [Student's Name] will bring the same level of dedication, curiosity, and creativity to YKU as [he/she/they] has demonstrated in our time together. [He/She/They] is truly deserving of this opportunity and will excel in [his/her/their] future endeavors. Please feel free to contact me if you need any further information or insight regarding [Student's Name].

Sincerely,

[Your Name]
[Your Position]
[Your Organization]