

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

[Admissions Office]
The University of Queensland
[University Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to recommend [Applicant's Name] for admission to The University of Queensland's [specific program or degree] program.

I have known [Applicant's Name] for [duration] in my capacity as [Your Position] at [Your Institution/Organization]. During this time, I have had the opportunity to witness their exceptional abilities in [specific skills or qualities relevant to the program].

[Paragraph providing specific examples of the applicant's achievements, skills, and character.]

I am confident that [Applicant's Name] will be a valuable addition to your program and will contribute positively to the university community.

I wholeheartedly recommend them for admission.

Thank you for considering this recommendation.

Sincerely,

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