**Scholarship Reference Letter Template**

[NAME OF RECIPIENT]

[TITLE]

[NAME OF SCHOOL/UNIVERSITY]

[ADDRESS]

[CITY, STATE]

[DATE]

Dear [NAME OF RECIPIENT],

I am writing to wholeheartedly recommend [NAME OF STUDENT] for the esteemed internship opportunity at [NAME OF COMPANY]. As a senior at [NAME OF SCHOOL OR UNIVERSITY] majoring in [FIELD OF STUDY], [NAME OF STUDENT] has consistently demonstrated exceptional promise and dedication in their academic pursuits.

What truly sets [NAME OF STUDENT] apart is their remarkable combination of academic excellence and interpersonal skills. In addition to their outstanding academic achievements, they possess a knack for fostering innovation and exhibit strong leadership qualities that make them a valuable addition to any collaborative environment.

I have every confidence that [NAME OF STUDENT] will be a significant asset to your internship program. Their track record as a diligent and proactive individual who willingly tackles tasks of all sizes speaks to their work ethic and adaptability. I strongly urge you to closely consider [NAME OF STUDENT]'s qualifications, as I am convinced they will contribute positively to your organization.

Should you require further information or have any questions about [NAME OF STUDENT]'s application, please feel free to contact me at [PHONE NUMBER] or via email at [EMAIL ADDRESS]. Your consideration of this exceptional candidate is greatly appreciated.

Sincerely,

[NAME OF SENDER]

[POSITION]

[NAME OF SCHOOL OR ORGANIZATION]