

Date: \_\_\_\_\_

To:

Admissions Office

[University Name]

[University Address]

Dear Admissions Committee,

I am pleased to write this letter in support of **[Studentâ€™s Full Name]**â€™s application for admission to your esteemed institution. As **[his/her/their]** extracurricular advisor at **[School/Organization Name]** for the past **[number]** years, I have had the opportunity to closely observe **[Studentâ€™s First Name]**â€™s dedication, leadership, and growth.

During our time together in **[Club/Sport/Activity Name]**, **[he/she/they]** has consistently demonstrated exceptional commitment and a collaborative spirit. **[Studentâ€™s First Name]** has taken initiative in organizing events, motivating peers, and contributing innovative ideas. Notably, **[he/she/they]** played a key role in **[specific achievement, event, or responsibility]**, which significantly impacted our group.

**[Studentâ€™s First Name]**â€™s work ethic, maturity, and ability to balance multiple responsibilities make **[him/her/them]** an outstanding candidate for university life. I am confident that **[he/she/they]** will thrive in your academic community and make positive contributions both inside and outside the classroom.

Please feel free to contact me if you require any additional information.

Sincerely,

[Advisorâ€™s Name]

[Title/Position]

[School/Organization Name]

[Email Address]

[Phone Number]