

[Date]

[Recipient Name]

[Title/Position]

[Institution/Organization]

[Address Line 1]

[Address Line 2]

Leadership Recommendation Letter for Student Candidate

Dear [Recipient Name],

I am pleased to write this letter in support of [Studentâ€™s Full Name] as a candidate for [position, program, or opportunity]. As [your relationship to student, e.g., "their instructor", "club advisor"], I have had the privilege of observing [Studentâ€™s First Name]’s development and contributions during their time at [school/organization].

[Studentâ€™s First Name] has consistently demonstrated outstanding leadership qualities. [He/She/They] leads by example, inspires peers through integrity and dedication, and approaches challenges with creativity and a positive attitude. In [specific example or context, e.g., "serving as president of the student council"], [Studentâ€™s First Name] exhibited a remarkable ability to organize teams, delegate responsibilities, and motivate others toward common goals.

In addition to [his/her/their] proven leadership, [Studentâ€™s First Name] is an effective communicator and a thoughtful, empathetic individual. [He/She/They] listens attentively to diverse perspectives and fosters a collaborative and inclusive environment. [Briefly mention a particular instance displaying these traits.]

I am confident that [Studentâ€™s First Name] will excel in any situation requiring leadership, responsibility, and initiative. I strongly recommend [him/her/them] for [position, program, or opportunity] without reservation.

Please feel free to contact me if you need further information or have questions.

Sincerely,

[Your Name]

[Title/Position]

[School/Organization]

[Email Address]

[Phone Number]