To Whom It May Concern:

I am writing this letter as my personal recommendation for Ms. Sharon Estrada, who has been an outstanding student in my Mathematics class for the past two semesters. During that school year, I have seen her diligence and interest in pursuing knowledge. She possesses strong qualities in both politics and academics and serves as a role model to her classmates and a good leader for the student council.

Ms. Estrada has a remarkable initiative especially in helping fellow students in achieving the standards set by the institution. Although she was aware of her academic excellence, she was never boastful about her talents. Instead, she was very eager to share them to others by actively participating in tutorial programs prepared by the school. She has a modest character, which effectively help her be well liked by her fellow students.

As her teacher, I had the opportunity to see her dedication to serving the interests of the community especially those who are needy. She had expresses a strong intention to participate in community development, which she wanted to pursue on his college education. I believe that Ms. Estrada’s career would be greatly helped by admitting her to your school.

If you have further inquiries about Ms. Estrada, do not hesitate to contact me.

Sincerely,

Dolly Serrate