Dear {Recipient's Name},

I am writing to recommend {Student Name} for {admission/scholarship/internship} at {College/University/Organization/Program}. {Name} has been a student in my {Name of Course} course for {Number of Semesters/Years}, and I have seen {his/her} academic and personal growth over the {months/years}.

{He/She} has always demonstrated great academic abilities and dedication towards studies. {His/Her} academic records are consistently good over the years and {he/she} showed a remarkable ability to apply concepts learned in class to real-world situations.

Apart from the good academic records, {Student Name} is a joyful person who keeps the environment light or happy. {He/She} bonds well with other students, teachers, and staff. {His/Her} work ethics, discipline, and commitment towards work is highly admirable.

Keeping all these characteristics into consideration, I would like to highly recommend {Student Name} for {Purpose of the Recommendation}. I am confident that {he/she} will be a valuable asset to your {College/University/Organization/Program}.

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

Sincerely,

{Your Name}  
{Your Title/Position}  
{Your Institution}