

LETTERS OF RECOMMENDATION

- Letter writer should:



- Address it to Dear Scholarship Donor (or Dear Scholarship Committee)
- Stick to the facts – to what they know
- Be truthful
- Don't elaborate on their qualifications – it is assumed they are qualified or they wouldn't have been asked
- Don't fill the page with fluff
- Best not to use a form letter of recommendation
 - Accomplished when student asks early and asks the person who knows them well and thinks highly of them

