**To Whom It May Concern:**

As the Professor of …University, I have had the pleasure of knowing ***[STUDENT]*** for the last four years. She has been a tremendous student and an asset to our university. I would like to take this opportunity to recommend ***[STUDENT]*** for your graduate program.

I feel confident that she will continue to succeed in her studies. ***[STUDENT]*** is a dedicated student and thus far her grades have been exemplary. In class, she has proven to be a take-charge person who is able to successfully develop plans and implement them.

It is for these reasons that I offer high recommendations for ***[STUDENT]*** without reservation. Her drive and abilities will truly be an asset to your establishment. If you have any questions regarding this recommendation, please do not hesitate to contact me.

Sincerely,   
  
PROF NAME