



South Texas High School for Health Professions
700 Med High Drive, Mercedes, TX 78570
(956) 565-2237

Date _____

Dear Mr./Mrs. _____,

I am applying for admissions and/or scholarships and/or programs that require a letter of recommendation. If you would please write a letter of recommendation for me, I would appreciate it very much.

Please address the letter "To Whom It May Concern.

- I will need ____ copies in a sealed envelope with your signature across the seal
- I will send you the email/URL where the letter needs to be uploaded.
- I will prefer an open letter to scan it and upload it myself.

Feel free to write whatever you think is important about me, including a description of academic and personal character qualities. Scholarship/Admission/Program committees are particularly interested in my intellectual promise, motivation, maturity, integrity, independence, originality, initiative enthusiasm, and leadership. They also like to hear about my involvement in community service and extracurricular activities. Please include any information that will help to differentiate me from other students.

Attached is my most recent Résumé and a copy of my most recent Transcript.

Thank you very much for your time and consideration,

_____ (Student Signature)

(Student Name)