

Dear Sir or Madam,

I am writing to indicate my full support for **{Teacher Name's}** **{admission to graduate school, position on school board, application to be principal, etc.}**.

I have worked with **{Teacher Name}** for **{length of time}**, and I have never been more impressed by a teacher's enthusiasm and passion for the craft of teaching. Day in and day out **{Teacher Name}** is engaged and focused on teaching **{his/her}** students. This is true regardless of whether **{he/she}** didn't get enough sleep, has a headache, etc.

{Teacher Name} develops creative lesson plans, and students cannot wait to attend **{his/her}** class every day. Few teachers can make that claim. Moreover, **{Teacher Name}** reaches out to **{his/her}** fellow teachers, learning from them and teaching them techniques that **{he/she}** has found to be effective.

In short, **{Teacher Name}** is dedicated, enthusiastic, organized, and effective, among many other qualities. I can recommend **{him/her}** for **{admission, position, etc.}** without reservation.

Sincerely,

{Sender}