[Referee's Name]

[Referee's Title]

[Referee's Address]

Date

Dear [Insert Name Here]:

I am writing this letter to strongly recommend [Candidate's Name] for your Jackson Smith Science and Engineering Scholarship. [Candidate's Name] has been a student of mine for two years, taking my Physical Science and Advanced Placement Physics classes where he got an A in both classes and expressed tremendous enthusiasm in science. For example, [Candidate's Name] has participated in the school's science fair all four years while in high school (and won three of those years) and is an officer in both the school’s Robotics Club and Rocketry Club.

As the head of this school’s science department, I have seen [Candidate's Name] work hard to learn science and engineering concepts, obtain good grades, and use every opportunity to learn more about science and engineering. I believe that [Candidate's Name] is well deserving of this scholarship and will give him the opportunity to showcase his enthusiasm in science and achieve his goal of working for NASA or JPL.

If you would like additional information or have any questions for me, feel free to contact me.

Sincerely,

(Signature)

Referee's Name