

## Letters of Recommendation

- **Length:** 1-2 pages
- **Content:**
  - **Introduction:**
    - Referee's name, position, and relationship to the applicant.
    - How long the referee has known the applicant.
  - **Body:**
    - Specific examples of the applicant's academic or professional strengths, skills, and achievements.
    - Evaluation of the applicant's potential for success in the desired program.
  - **Conclusion:**
    - Final recommendation for the applicant.
    - Referee's contact information.
- **Tone:** Formal, supportive, and specific to the applicant.