

Department of Atmospheric Sciences,

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October 30, 2024

Target University
SomeAddresss
SomeTown, SomeState SomeZip

Dear Application Committee,

It's my pressure to enthusiastically recommend {RECOMMENDATION NAME} for admission to the {Master of PROGRAM NAME} at {UNIVERSITY NAME}.

Sincerely,

{NAME}, {TITLE},

Department of {XXX}, National Central University

JTJ4