



[University logo or letterhead]

To Whom It May Concern:

It is my pleasure to provide this letter of recommendation for Miss xxx for her application to the master degree program on Corporate and International Finance, Durham University. Miss xxx has long been impressed me by her diligence, critical thinking and devoted person. As far as I am concerned, I am confident that she would be highly successful on pursuing her higher education.

I have known xxx since 2013, when she was the 3rd year undergraduate student and attended my Advance Cost Accounting lecture. In my class, she appeared to be a hard – working and active student. Furthermore, while lecturing, I had assigned a project on an implementation of cost accounting system to a real company to a group of five students; Miss xxx had impressed me with the research ability, writing report and presentation.

Throughout this long period of acquaintance, I can say without reservation that Miss xxx has performed well not only in my class but also in several other classes. I was also impressed with her inquisitive mind, unending enthusiasm and incomparable determination in her studies as well as her student activities. She has always shown her intelligent qualifications in classes with her thorough understanding and analytical skill. In addition, Miss xxx friendly and cordial personalities have been recognized among her friends and peers. Not only did she successfully achieve her study, but also she had extra-curricular activities such as participating in XXX.

It is for these reasons that I offer high recommendation for Miss xxx to study at Durham University without hesitation, I am confident that she will continue to succeed in her studies in a long rigorous education place in the UK, it is, again, my immense pleasure to recommend Miss xxx to your program and your renowned university. If you have any questions regarding this recommendation, please contact me for further information.

Your Sincerely,

Name/Surname (Title)

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