TO

**[Receiver Name]**

[Receiver Title]

**ADDRESS:** **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:**  **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

Sub: Nursing Letter of Recommendation-

Dear **[NAME]**

I am writing this recommendation letter in support of  **[NAME]**  application to the  **[NAME]** nursing program. Currently I am the manager of  **[NAME]** , a pediatric health care clinic **[NAME]**  has been a dedicated volunteer with our organization for the past 5 years, since she was a high school student. Over this time, we have come to know  **[NAME]**  very well and appreciate her sunny personality and warmth.

 **[NAME]**  first started with us as a high school student and was placed under a supervisor to help assist with organizing games and activities in our soft room, which we use for both patients and young children visiting patients at our clinic.  **[NAME]** did an excellent job maintaining the soft room and coming up with new ideas on how to keep our patients engaged during their stays with us. **[NAME]**  has also shown great responsibility in taking care of clerical work, answering phones, booking appointments and helping the clinic reception staff. She has been consistently praised by myself and other staff for being a cheerful presence in the work environment and her respectful and mature manner of interacting with patients and patients’ parents.

 **[NAME]** expressed her interest in enrolling in a nursing program 3 years ago, and asked me for opportunities to take on more responsibility, shadow some of the clinic staff or observe procedures. I granted her request, and she has once again shown her care, maturity and responsibility. At that point she was also moved to a paid receptionist position at our clinic. I believe she is very dedicated to becoming an excellent nurse, as she shows an interest and excitement to learn and broaden her medical knowledge. She has shown a natural aptitude for managing and gaining the trust of our young patients. She is a particular favorited at the clinic, and many of our regular patients refer to her as Nurse  **[NAME]**  There is no doubt for all of us that she is ideally suited to the nursing profession and will be an excellent student of your program.

I hope you will consider  **[NAME]** for admission to your nursing program. It is my belief that she will become an incredible nurse and health care provider. If you have further questions, please contact me at the  **[NAME]**  Clinic anytime.

Sincerely,