Sample Recommendation Letter for Internship

Dear Hugh,

I enthusiastically offer this letter in support of Jonathan Donahue’s application for the summer internship at the Sidney Law Firm. Jonathan was my student in the undergraduate prelaw seminar at Southern State College. I found him to be a creative and industrious student who showed a natural flair for both legal research and writing, and unsurprisingly, he earned the highest grades of any student in this course.

I understand that summer interns are responsible for researching novel topics with limited supervision or support. In my course, students were regularly tasked with tackling new and exotic legal topics, relying on legal databases and collaboration with classmates to get a handle on challenging content. Jonathan exhibited expert-level LexisNexis skills and a facility with group-work that is rare among undergraduates.

While I have taught hundreds of students in my two-decade career – many of whom have headed to law school after college – I can remember few as talented as Jonathan. I have no doubt that he will be successful in your summer program and offer my unqualified endorsement.

Please do not hesitate to contact me if there is any other information that I can provide.

Sincerely,

Jane Lewis, Esq