To whom it may concern,

With great pleasure, I recommend Sarah for a community service scholarship offered by your prestigious institution.  I got to know Sarah as her 12th grade AP biology teacher at Lincoln College. Sarah also served the community service club I was the head of at the time, during her junior and senior year.

Sarah has always impressed me with her hard work, passion, and determination. She always asked for help outside the class, and never rest unless and until everything was cleared to her. She was passionate about science and technology, but one of her biggest passions was to serve others.

She impressed me with her leadership and teamwork abilities as well. She used to work with her classmates and usually got along with everyone around her. She is respectful, patient, and caring. I often saw her helping other students outside the class, she was pretty good at various concepts and tried her hard to teach everyone else around her.

Sarah carefully chose biology as her major as she plans to go to medical school, as she wished and dreams of serving the people of her community. I do not have any doubts that Sarah will not succeed in her plans. She can do anything she puts her mind on. She was one of the most motivated students I ever come across and never succumbed to workload or any other sort of pressure.

Apart from that, she works at a small coffee shop to cover her daily expenses. She also takes care of her sister at home after work. She is proud of her life and wishes to motivate others to follow their dreams, no matter what happens.

I believe her continuous efforts and hard work will enable her to move far in her life. She deserves this scholarship and will work hard to contribute to the community.

If you have any questions, please do not hesitate to ask me via [Insert email].

Yours truly,  
Teacher: Ms. Claire Randal,  
Contact details: (Office phone number+Official email).