

[Date]

International Admissions
[Name of University]
United Kingdom

Re: Academic Reference for Mr/Ms [Applicant's Full Name] – Application to the Business Computing Programme

Dear Admissions Committee,

I am pleased to provide this academic reference in support of Mr/Ms [Applicant's Full Name] and their application to the Business Computing programme at your institution.

I have known [Applicant's First Name] since October 2016 in my capacity as [Tutor/Teacher/Academic Adviser] at [Name of School]. During this period, I observed a student who approached academic work with commitment, discipline, and a genuine willingness to learn. They were attentive in class, completed assigned work responsibly, and maintained a positive attitude towards independent and collaborative learning.

A notable strength was [Applicant's First Name]'s active participation in classroom discussions. They contributed thoughtfully, listened respectfully to others, and explained ideas clearly, thereby supporting a productive learning environment.

Academically, [Applicant's First Name] demonstrated a good and dependable standard of performance, achieving positive results in school assignments and in the West African Senior School Certificate Examination (WAEC). Their progress reflected sound study habits, perseverance, and the ability to respond constructively to feedback.

Business Computing requires analytical thinking, problem-solving ability, intellectual curiosity, and the capacity to connect business needs with technological solutions. Based on my experience of teaching [Applicant's First Name], I believe they possess the maturity, motivation, and academic foundation required to succeed at undergraduate level and contribute positively to your university community.

I therefore recommend Mr/Ms [Applicant's Full Name] for admission to the Business Computing programme. I believe they have the potential to develop into a capable and ethical professional, and I look forward to seeing their academic and career progression.

Please feel free to contact me should you require any additional information regarding this reference.

Yours faithfully,

Signature: ____

Name: Mr David Stan

Position: Tutor

Institution: University of BanBan / [Name of School]

Contact: [Email Address] | [Telephone Number]