Dear Sir or Madam:

I am writing to you in support of Mr. xxxxx, an extraordinary young man. As his lecture, I have seen his talent and have long been impressed by his diligence. It is my pleasure to recommend you Mr. xxxxx who has been longing to attend your university for PhD studies.

Mr. xxxxx graduated from xxxxx University of Science and Technology and passed with honors in all major courses of MBA. Mr. xxxxx is planning to go for further studies in international business. I am convinced that he is qualified to carry on PhD studies in business particularly in your university. He has been a promising student of intelligence and ability. Hence, I highly recommend that you consider his application.

It will be greatly appreciated if you could give Mr. xxxxx a chance to study in your university.

Truly yours,

Assoc. Prof. Dr. James CL Nga

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