



Date: _____

Falmouth Volunteers In Public Schools (VIPS)

Attn: Director

Lawrence School
113 Lakeview Ave.
Falmouth, MA 02540

To Falmouth VIPS Director,

I have agreed to provide this letter of reference for _____, who is applying to volunteer to work with younger students as part of a VIPS program.

In my position as _____, I can speak to this student's ability to volunteer and work with younger students. I find this student to be *(please provide commentary about this student that would be relevant to his/her placement as a volunteer)*:

I feel that this student would be a suitable volunteer to work with younger students and can recommend him/her without reservations: _____Yes _____No

Should you have any questions about this student and his/her ability to serve as a VIPS volunteer working with younger students, I can be reached as follows:

Phone: _____(w) _____(h)

E-mail: _____

Sincerely,

(Signature)

(Printed Name)