

On School Letterhead

Date

To: Official's Name and Title, Post-secondary Institution

Re: Student, Identifying Information

Dear

I am pleased to provide this letter of support for _____ (full name) who has applied for admission to the _____ (program/ area of study) at _____ (name of college, university) to commence in September 2015.

_____ (first name) has been a student at _____ (secondary school) in the Rainbow District School Board since _____ (year). Below, please find a summary of the applicant's most recent marks as of _____.

As you may be aware, the Rainbow District School Board is currently in labour negotiations and the members of the Ontario Secondary School Teachers' Federation (OSSTF – District 3) are engaged in legal strike action. This has resulted in our secondary schools being closed to students. As you can appreciate, this situation is beyond the control of our students. For your reference you may wish to visit our Board website at rainbowschools.ca. Click on the links under "labour update" for more information.

I respectfully request that _____ (name of institution) be as flexible as possible when considering the application of _____ (student's full name) to his/ her chosen program of post-secondary study.

Sincerely,

Principal