

Jane Doe

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April 18, 2022

Jeff Lee  
Office of the Registrar  
Acme School  
123 Business Rd.  
Business City, NY 54321

Dear Mr. Lee,

I highly recommend Emily Smith as a candidate for graduate school. I have worked with Emily in my capacity as Education Department Chair at Salitus College.

While a student at Salitus, Emily maintained a 3.98 GPA while taking a full load of honors classes and seminars. She excelled as the top student in the senior-level Teaching Methods course I teach; her other instructors in our department speak highly of her performance in their classes, as well.

In addition to her classwork, Emily was also employed in various positions including teaching a museum program to fourth-grade classes in the Saratoga Springs School District, teaching both adults and children to ride horses, and managing horse show participation for a local riding stable.

She accomplished all these tasks with great initiative and with a very positive attitude. Emily has a wonderful rapport with people of all ages, especially the "at-risk" children she worked with at Carroll Hill School and Prospect Child and Family Center. Emily has a special talent working with the children who need more guidance and support than those typically found in a traditional classroom setting.

Her ability to connect with her students and her talent at teaching simple concepts, as well as more advanced topics, are both truly superior. She has excellent written and verbal communication skills, is extremely organized, reliable, and computer literate.

Emily would be a tremendous asset to your program, and I recommend her to you without reservation. If you have any further questions with regard to her background or qualifications, please do not hesitate to contact me.

Sincerely,

*Signature (hard copy letter)*

Jane Doe  
Chair, Department of Education

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**Fast Facts for the Clinical Nursing Instructor** Eden Zabat Kan, Susan Stabler-Haas, 2013-06-28 Print CourseSmart

*How to Write a Great Reference Letter*, [How to Write Successful Letters of Recommendation](#) Kimberly

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**College Journey 101** A.J. Sherman, 2019-08-30 Three Reasons Why You Must Buy This Book 1 Once you read this book you will be knowledgeable and self confident about attending a college campus 2 To keep you updated with the latest college technology 3 What doesn't kill you will make you stronger So many colleges and universities to choose from Don't know where to begin don't know what to do Well the College Journey 101 reference manual will entice you and give you insight on where to start Are you a procrastinator or a self starter Taking a journey through this manual will better educate you and prepare you for all that you have always yearned and hoped for After going through this journey with the author and reading this reference manual you will not want to go to college but your fears will have gone away      *Nursing* Claire Buckis, 2006 Tells the stories of real people working in the nursing profession in Australia now      *Ferguson Career Resource Guide to Grants, Scholarships, and Other Financial Resources, 2-Volume Set* Ferguson, 2014-05-14 A two volume comprehensive guide with information on obtaining scholastic grants scholarships and other financial resources to be used for educational expenses      **Graduate Programs in the Humanities, Arts & Social Sciences 2014 (Grad 2)** Peterson's, 2013-11-22

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this book Applied anthropologists Carol Ellick and Joe Watkins present a set of practical steps that will assist you through the transition from your career as a student into a career in a wide range of professions that an anthropology degree can be used. The stories, scenarios and activities presented in this book are intended to assist you in learning how to plan for the next five years, write your letter of introduction, construct your resume and best present the knowledge, skills and abilities learned in class to prospective employers. Ellick and Watkins' step by step approach helps you create a portfolio that you will use time and time again as you build your career.

**Criminal Justice Internships** Gary R. Gordon, R. Bruce McBride, 2011. Criminal Justice Internships: Theory Into Practice guides the student, instructor and internship site supervisor through the entire internship process, offering advice and information for use at the internship site as well as pre planning and assessment activities. Students learn basics such as choosing an internship site at either a public agency or a private firm, resume writing techniques, interviewing skills and the importance of setting and developing goals and assessing progress. It also serves as a reference tool for professors and supervisory personnel who assist and supervise the student.

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programs or considering refining existing ones It may also serve as a text in courses designed to train future peer mentors and leaders     **Diverse Issues in Higher Education** ,2006-08     **Industrial and Organizational Psychology** Mr. Rohit Manglik,2023-06-23 Examines psychological principles in workplaces focusing on employee behavior leadership and organizational dynamics for improved productivity     **Beyond the Battle Line** Luke I. C. Kim,2012-04-13 The autobiographical work by Dr Luke Kim describes his life throughout the turbulent 20th and into 21st century in Korea Japan and the United states The book is modest in size but rich in content It can be divided into three periods early life in Northernmost Korea until age 15 the second period in Seoul where he experienced the very destructive Korean War during which he lost his mother who was kidnapped by North Korean security agents and we never heard from her nor any news about her ever since 1950 Then his coming to America at age 26 in 1956

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