

October 25, 2020

Dear Hiring Manager,

I am writing to provide my strong support for Michael Green's application to your summer internship position. As Michael's previous teacher, active mentor, and proud friend over the past 4 years I have witnessed and can attest to Michael's merit of character.

As a new student at Hofstra University Continuing Education's Saturday Classes for Young People, Michael soon stood out from the group of early-morning students. Michael earned himself a reputation among my cohort of instructors as one of the most ambitious and personable students that we have ever had in our STEM program. As Michael explored each facet of our STEM program, he remained engaged, curious, and hungry to learn more. After hours of classroom learning, it was very typical for Michael to stay after my class for extended Q&A and whiteboarding sessions. As his instructor, I was kept on my toes as Michael would deliver well thought-out and well-articulated questions.

A characteristic of Michael's that I admire is how amiable of a person he is. He has a way about him that makes it easy for others to connect to him. Over the years in our program, with ever-changing workgroups, Michael would forge strong teams with other students. These teams would excel at solving the problems placed in front of them. A common variable among all these strong teams was Michael.

As a mentee, Michael continues his pursuit of refining his craft, now with an expanded focus on helping others. A year after being my student, Michael reached out to me regarding a project that he was working on. This project consisted of building a mobile application to gather and track volunteer hours for his school and his classmates. We would spend hours discussing his technical challenges. During this time, what astonished me was Michael's focus on the big picture.

As he sorted through his code and the nuances of the various technology services he was utilizing, Michael focused on factors that many other developers would lose sight of. He was focused on factors such as the user experience, the security of his users' data, and above all else the goal that he set out to accomplish. The core of Michael's motivation was to help his school and his classmates with a problem that existed for years. Designing, building, and delivering a mobile app was the route that Michael saw as a way to provide a solution to their problem. Keeping his goal in mind took a great level of discipline, which ultimately helped him persevere through any difficulties he experienced along the way.

As a friend, it is apparent that Michael is in touch with his aspirations as well as the aspirations of others. During our conversations, he discusses his accolades and plans all while exhibiting absolute humility. I get much joy out of hearing about him tell personable stories about excelling in coursework, being accepted into a great academic program, and landing competitive job opportunities. As Michael shares his stories, he remains personable and easy to root for.

While Michael sharing his stories is exciting, he is also eager to find out what is new in the lives of others. We will have discussions about my active projects and personal life. Often, weeks later, he will follow up to see how things are going. Michael remains in touch with his friends to such a degree that, over the years, I have grown suspicious that Michael maintains his own CRM system to keep track of us.

I would like to reaffirm my earnest support for Michael's application to your summer internship position. Michael is a strong-willed, young man with a drive for growth and excellence in all domains that he pursues.

If you need further information or additional examples that demonstrate Michael Green's character, please do not hesitate to contact me at 631-521-5359 or by email at Louis.Cozzetto@gmail.com. I would be delighted to expand further on my time spent working with Michael.

Sincerely,

Louis Cozzetto