April 5, 2016

To: Search committee
Re: Nancy Ramirez

Nancy Ramirez was an outstanding student of mine. She is a diligent student - hard working and dependable. I believe she exemplifies the type of student your committee seeks to recognize with any opportunity you have at your organization.

Nancy's scholastic and intellectual abilities are superior. She consistently maintains an "A" average in my class. She is devoted to her studies. Her work was always on time and usually early. Her work is neat, accurate, and thorough.

Nancy is an active participant in my class. I am impressed with her mastery of the class concepts. She frequently asks refining questions in class and also stops by during office hours to review any problems she has with her homework assignments. To have my classes full of students just like Nancy would be a dream come true.

There is no way in a written document to adequately convey to you Nancy's enthusiasm and her great personality. She is a serious student who still finds time to be a remarkable individual.

This recommendation is my personal observation and opinion and does not reflect any official position of Ivy Tech Community College. If I can provide any further information regarding Nancy's qualifications, please call me at (317) 917-5913.

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