Sample 3

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To the Admissions Committee:

It is with great pleasure that I write to you in regards to Carl Watson’s acceptance into the Computer Engineering program at MIT. I have been overseeing Carl’s work here at TechCorp for almost 3 years and I’ve seen firsthand his contribution to our company. I highly recommend you consider Carl for your program as he very capable computer technician and is always eager to increase his knowledge of the technology industry.

I hired Carl as an intern shortly after his graduation from college and it quickly became evident he was a perfect fit for our company. While Carl is perfectly capable of working independently, his interpersonal skills are exemplary and allow him to thrive in a group atmosphere or when speaking publicly. He has completed multiple projects over the course of his time at TechCorp and in a very timely manner. His coding abilities are some of the best I’ve ever seen. In this line of work there are always a million little problems and bugs that must be fixed, Carl has never-ending patience and determination when it comes to these inevitable snags. He is extremely capable of maintaining focus for long periods of time and his performance never falters, even after working on one task for an extended period of time.

The main reason why I think any graduate school would be ecstatic to have Carl join their program is his desire to be a part of the advancement of technology and computer software. Usually I assign projects to interns, but Carl has proven to be a very capable and trustworthy employee and when he approached me with his own idea for a project, I was quick to say yes. He’s working with a small team of new interns to create a face-detecting system that could be used for providing access to facilities, much like fingerprint ID. The amount of work that gets done increases when Carl is in the picture, he’s a very focused individual and that quality tends to rub off on his colleagues. He is enthusiastic, energetic, and has a very positive attitude that contributes to the workplace and will no doubt have the same effect on any classroom setting.

Carl is a very mature, well-rounded individual and has become a great asset to this company. We will be sorry to see him leave, but we’re glad he’s willing to take the time to extend his education. If he is accepted into this program, Carl will quickly prove himself as a brilliant young man who will no doubt go on to make significant contributions to his chosen field. Feel free to contact me anytime to further discuss Carl’s qualifications.

Regards,

Elliot Thatcher