

## **Letter of Recommendation from a Professor (Important Details Changed)**

To Whom It May Concern:

I am writing this letter of recommendation at the request of Ms. Anna Paul, a former student of mine at Harvard Extension. After witnessing Ms. Paul's performance in my class, I can say with confidence that she will be a positive addition to your institution.

I instructed Ms. Paul in Microbiology Lab course. This course included studying experimental techniques of microbiology, with emphasis on cultivation and characterization of bacteria. Laboratory exercises included educating students in light microscopy, quantitative techniques, and identification methods. It was a small class of 12, so I got to observe Ms. Paul and her academic potential closely.

Ms. Paul quickly showed herself to be a thoughtful and conscientious student. She took a logical approach to an experiment to identify a type of bacteria, demonstrating strong knowledge of microbiology and critical thinking skills. She also built strong basic laboratory skills including plating and growing cultures, sterile techniques, and testing microbes.

I greatly appreciated Ms. Paul's major group project on *C. difficile*, which included a class presentation and 7-page paper. Ms. Paul demonstrated outstanding presentation skills in her discussion of *C. difficile* infection, its consequences, and the related issue of the overuse of antibiotics. I heard that Ms. Paul works as an EMT teacher at X Center for EMT Training, and based on my observations of her presentation skills, she is a natural teacher.

Ms. Paul also has strong time management skills. I am aware that she works as a full-time EMT and part-time EMT instructor while taking my class. I am impressed that she is able to handle such a rigorous academic and professional workload while excelling in my class.

Overall, I was pretty impressed by Ms. Paul's performance in my course, and it is for these reasons that I strongly recommend her to your program. I believe that she possesses the determination and intelligence to complete the course of study and progress to a successful career.

Sincerely,

Ganesh Patel PhD  
Instructor  
Harvard Extension