

March 11, 2013

To Whom It May Concern,

I am writing to bring to your attention the outstanding work of Michelle Lee. Michelle is a freshman Fashion Design student in VPA and is a valuable asset to the VPA Office of Recruitment and Admissions as well as the VPA Social Media Strategy Team.

I first met Michelle in the fall of 2011 when she interviewed to become a student here at Syracuse University's College of Visual and Performing Arts. It was clear that Michelle was going to be a great fit. She is well spoken, energetic, and mature.

When looking for a new work-study student for our office for the Fall 2012 semester, Michelle was a natural choice to fill the position. I was aware of her dedication as a prospective students but she has gone far above and beyond the expectations held for our student employees. Michelle is scheduled for five hours of work each week but on most weeks she averages well over that with no complaint and always gives each project 110%. She is extremely responsible and reliable and eager to help even when given short notice of a project.

Michelle is an excellent representative of VPA. She is very welcoming to visiting students; her approachability and professionalism astound me. Michelle leads facility tours, tweets for the VPA Twitter feed, contributes to our social media strategy, takes students to lunch, and is knowledgeable about all of the programs in the School of Art and Design, not just her own major. Even when faced with difficult situations she handles herself well and does everything she can to make sure the situation is resolved successfully.

Michelle is a tremendous asset to our office and a pleasure to work with. If you have any questions, or would like more information regarding Michelle's qualifications, please don't hesitate to contact me. I can be reached at work at 315.443.8003 or through email at smrommev@syr.edu.

Sincerely,

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