

To Whom It May Concern:

Paula Light is an extraordinary young woman. As her AP English Professor, I have seen many examples of her talent and have long been impressed by her diligence and work ethic. I understand that Paula is applying to the undergraduate business program at your school. I would like to recommend her for admission.

Paula has outstanding organizational skills. She is able to successfully complete multiple tasks with favorable results despite deadline pressure. As part of a semester project, she developed an innovative collaborative novel with her classmates. This book is now being considered for publication. Paula not only headed the project, she ensured its success by demonstrating leadership abilities that her classmates both admired and respected.

I must also make note of Paula's exceptional academic performance. Out of a class of 150 students, Paula graduated with honors in the top 10. Her above-average performance is a direct result of her hard work and strong focus.

If your undergraduate business program is seeking superior candidates with a record of achievement, Paula is an excellent choice. She has consistently demonstrated an ability to rise to any challenge that she must face.

To conclude, I would like to restate my strong recommendation for Paula Light. If you have any further questions regarding Paula's ability or this recommendation, please do not hesitate to contact me using the information on this letterhead.

Sincerely,

Professor William Knot