

Graduate Recommendation Letter

Dear Sir or Madam:

It is my privilege and pleasure to recommend Miss XXX for admission to your applied linguistics M.A program. I have known XXX for about four years. As an educator for students who are aiming to become a Japanese teacher, I offered teaching practice classes. From my point of view as a professional Japanese teacher, I recommend XXX very highly for your university.

XXX participated in my class actively. Although she has a full time job, she was always well-prepared for her lessons. For example, she prepared a wide variety of lesson materials which had many pictures and facilitated students' understanding of Japanese. She effectively communicated with her students to encourage them to actively participate in her lessons. When she was teaching Japanese, her students enjoyed taking lessons and she often received positive feedbacks from her students. Even at the time when she was sick, she still came to a class and gave instructions to students. Though she was not well, once she started teaching Japanese, she professionally fulfilled the role of a teacher and she didn't seem like to be sick. As this illustrates, she has a strong sense of responsibility and I am sure that she will be able to responsibly fulfill the roles required from your graduate program.

XXX often talked to me about her career goals of teaching Japanese at a university in the United States. Although it seemed like to be challenging, she has never given up on her career goal and continued to try hard for four years. Especially when she had to move from her hometown Osaka to Tokyo because for her job, she must have had a hard time to manage adapting a new environment and teaching Japanese. I also had a job transfer from Osaka to Tokyo at the similar time as she came to Tokyo; therefore I taught her both in Osaka and Tokyo and I know how much difficulties she has overcome.

However, she did all her best to achieve her career goal.

I am confident that XXX will do well in your graduate program.

Sincerely yours

Name Surname

Trainer of Japanese teachers

Vice President of the school

XXX institute

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