

**IOWA STATE UNIVERSITY**  
**OF SCIENCE AND TECHNOLOGY**

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Letter of Recommendation: Suzanne Reinhardt

I am delighted to have this opportunity to write a letter of recommendation for Suzanne Reinhardt. I know Suzanne because she worked in the intensive English program at Iowa State University that I direct from Fall 2010 through Spring 2012. This program--the Intensive English and Orientation Program (IEOP)—provides full-time English language study (20 hours per week) for about 150 students, most of whom are planning to do academic undergraduate study at Iowa State. At present the majority of these students are from China. Having worked with Suzanne in IEOP for about two years, I can attest to her potential as a student in your program.

Suzanne is a dedicated and innovative instructor. According to student evaluations, Suzanne's strengths in the classroom include her abilities in making the course interesting and in providing different types of exercises and activities that helped students achieve their learning outcomes. Her students also appreciated the respect that she showed them, the friendly environment she created in class, and the clear objectives and instructions that she provided.


Complementing Suzanne's effective teaching skills is the interest she has in using a blended learning approach to second language teaching. For the past two years Suzanne has been polishing such skills in her IEOP classes. She has implemented numerous innovative online activities in her classes that have been very well received by the students.

Suzanne made contributions not only to IEOP's curriculum but also to its administration. Suzanne served as the program's Writing Coordinator in Fall 2011/Spring 2012 and as its Student Affairs Coordinator for Fall 2010/Spring 2011. As the Student Affairs Coordinator, Suzanne's approach was especially impressive, especially the care that Suzanne took in meeting with students having problems in the program and in her attempt to be proactive in meeting their needs. In Fall 2011, Suzanne undertook a survey of IEOP instructors to help the program identify the program's strengths and weaknesses with regard to the teaching environment and administrative structure. In her administrative duties Suzanne was responsible and showed initiative.

In sum, Suzanne has proven herself to be a dedicated and innovative instructor who takes her responsibilities very seriously. I have no doubt that Suzanne will exhibit these same attributes as a student in your program.

Please do let me know if you should have questions.

Sincerely,



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