**REFERENCE LETTER**

February 10, 20XX

Tippie College of Business

Admissions - Executive MBA Program

100 Pomerantz Center, Ste E444

Iowa City, IA 52242-7700

Dear Director,  
  
I would like to recommend Ms. Claire Savage for admission into the University of Iowa’s Executive MBA Program. I have known Clare both personally and professionally for more than 18 years.

Claire has worked for Owl Farm Pharmaceuticals for the past 12 years and during this time she has continued to hold positions of increasing responsibility. She has overseen our sales growth in the Bakersfield market by more than 120% percent in the past three years. Prior to that, she helped organize our accounting department which saved Owl Farm more than $72,000 in annual operating expenses.

I have found her to be a very quick study, ambitious leader and terrific team player. It is my belief these qualities would make her an outstanding student for your program. Conversely, your program will help provide Ms. Savage with the highest skills, experience and qualifications for increased responsibilities at Owl Farm. Please contact me at any point should you have questions about this recommendation.

Kind Regards,

Dr. H. S. Thompson, MD  
Owl Farm Pharmaceuticals  
319-335-3020