



**COLLEGE
OF THE
NORTH
ATLANTIC**

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re: Letter of Reference - Stephen Parsons

Dear Sir/ Madam:

I am a Training Consultant, Community and Corporate Services, at College of the North Atlantic in St. John's, Newfoundland. I have been asked to provide the following reference as an employer/ colleague of Stephen Parsons who is applying for admission to your postgraduate Masters of Education/ IT program.

Stephen came to work for our division about five years ago, functioning as an instructor in computer applications and operating systems in evening and contract training programs. Since then, we have called on Stephen to develop and deliver curriculum to our contract clients in a variety of computer related courses including MS-DOS, Windows 3x and '95, Wordprocessing, Spreadsheet, Database, and Presentation software, Internet, and networking concepts. The clients have included College employees, Provincial and Federal government departments, the RCMP, the local telephone company, and various other businesses and organizations.

Evaluations of Stephen's performance by our clients has been consistently favorable, and we have felt comfortable offering his teaching services to all contracts for which his skills were appropriate. Given his training, attitude, and love for his work, I have no doubt that Stephen would make an excellent university teacher.

Stephen's talents have been generally under-employed at the College over the past year or so, largely due to program cut-backs and its inherent workload redistribution, as well as Stephen's lack of formal IT certification. With appropriate credentials, I believe Stephen's ambition, work ethic, and teaching style would benefit any educational institution fortunate enough to have his services.

If you require further details or confirmation of this reference you may reach me at (709) 758-7357 or email dnewhook@northatlantic.nf.ca at your convenience.

Sincerely,

Deborah Newhook
Training Consultant
Community and Corporate Services