



**KOÇ  
UNIVERSITY**

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To Whom It May Concern:

I write this letter to recommend Mr. Matthew Lewis, who has been working as an EFL instructor here at Koç University's English Language Center in Istanbul, Turkey, since September 2006.

Briefly, Koç University's English Language Center is a preparatory program, charged with developing students' Academic English language skills so that they can enter the university as Freshmen. Koç is an English-medium-of-instruction university and requires that students have a minimum 550 TOEFL (or equivalent CBT or iBT) as well as a minimum score of 4 on the TWE to enter regular studies.

When Mr. Lewis joined our team, his background indicated an interest (and experience) with using technology in the classroom and for outside-class support. In the short time he has been with us, he has helped many of our teachers develop their use of technology and he has done it in a way that has been quiet, non-threatening, and has gained the gratitude of many. His instructional designs are also efficient and effective, making his presence with us a true boon to our program.

Mr. Lewis has obtained consistently high student evaluations, has worked extremely well with his co-workers, and will be truly missed upon his departure.

It is with confidence that I hereby recommend Mr. Matthew Lewis as a competent and qualified EFL/ESL instructor, one who will be a true asset to any serious English language instructional program.

Should any further information or comment be required, please feel free to contact me by email at [rhigh@ku.edu.tr](mailto:rhigh@ku.edu.tr) or by phone at 90-212-338-1624 (secretary).

  
Richard Hight, Director  
English Language Center