

Re: Letter of recommendation for Charles Young  
Dear Graduate Admissions Committee:

It is with great pleasure that I recommend Charles (Chip) Alexander Young for admission to the Master of Science Program in the Department of Industrial Engineering at the FAMU-FSU College of Engineering.

During the Fall semester of 2005, Chip was enrolled in the Mechanical Engineering Tools class which I am an instructor. As part of the ME Tools class the students work on a project in the Mechanical Engineering Student Machine Shop which I supervise. During the class Chip displayed good understanding of shop procedures and an outstanding respect for the equipment and inherent danger that exists in working around the machines. Because of Chip's mature attitude and mechanical ability he was hired as a student assistant in the Mechanical Engineering Student Machine Shop. He worked as a student assistant for three years until he graduated with his degree in Mechanical Engineering.

Chip's first priority while working in the student machine shop was the safety of the other students working in the shop. His secondary responsibility was manufacturing parts in the shop. Chip performed both his duties in the shop admirably. Chip displayed dedication and attention to detail in all aspects of his job performance. He took the initiative to quickly learn new skills and help his classmates and other shop customers. Chip was also responsible for helping train a new assistant working in the machine shop.

Honesty and integrity are two of the most important qualities required for the position in the machine shop. As a student assistant Chip had knowledge about other student projects and assignments. Chip was able to effectively help these groups, offering solutions to problems, without divulging pertinent information about other group projects. Chip Young's honesty and integrity are above reproach.

Chip was also involved with many student organizations. While he was attending Tallahassee Community College, Chip was head of the local TCC ASME chapter, and maintained a liaison between TCC and the College of Engineering throughout his undergraduate studies. Chip was also responsible for reviving the local Society of Automotive Engineers chapter, and is still involved with the SAE club even after graduating.

Chip will be an outstanding engineer. He has displayed his leadership abilities throughout his undergraduate studies. Chip is very motivated and works extremely well independently or in a team setting. His decision to pursue a graduate degree in Industrial Engineering is a loss for the Mechanical Engineering Department and will prove to be a significant gain for the Industrial Engineering Department.

Thank you for considering this recommendation.  
Sincerely,

Keith Larson  
Assistant in Engineering