

# Reference Letter 1

To: Andrew Quenneville, Associate Director of Residence Life

From: Mitchell Prost

Date: December 11, 2020

Subject: Reference Request

Dear Andrew,

I am applying for the position of Residence Life Coordinator at Simon Fraser University and am wondering if you would be willing to be one of my references.

The job description can be found [here](#).

My application is due January 4, 2021. If possible, could you confirm whether you are able to be a reference by January 1, 2021? I am happy to discuss this if you need any further direction on what I am looking for in a reference.

Thank you for your consideration,  
Mitchell

## Reference Letter 2

To: Linzi Wong, Residence Life Manager

From: Mitchell Prost

Date: December 11, 2020

Subject: Reference Request

Dear Linzi,

I am applying for the position of Residence Life Coordinator at Simon Fraser University and am wondering if you would be willing to be one of my references.

The job description can be found [here](#).

My application is due January 4, 2021. If possible, could you confirm whether you are able to be a reference by January 1, 2021? I am happy to discuss this if you need any further direction on what I am looking for in a reference.

Thank you for your consideration,  
Mitchell

## Reference Letter 3

To: Kawa Ada, Residence Life Manager

From: Mitchell Prost

Date: December 11, 2020

Subject: Reference Request

Dear Kawa,

I am applying for the position of Residence Life Coordinator at Simon Fraser University and am wondering if you would be willing to be one of my references.

The job description can be found [here](#).

My application is due January 4, 2021. If possible, could you confirm whether you are able to be a reference by January 1, 2021? I am happy to discuss this if you need any further direction on what I am looking for in a reference.

Thank you for your consideration,  
Mitchell