



December 12, 2018

To whom it may concern:

The purpose of this letter is to offer my support for Ashley Small. Ashley is very ambitious individual who is dedicated to her studies and making the most of opportunities presented to her.

Ashley is a student in Butler's Early College Business & Entrepreneurship Academy. This academy is for high school students. It is a two-year program that students start their junior year of high school. At the end of their high school senior year, they will have earned their Associates degree in Business Administration. The Academy students attend their high school in the morning and then come to Butler in the afternoon where they take a full load of college classes. As you can see, this is a rigorous undertaking for the student involved in the academy.

Ashley was in the two accounting courses that I teach which are part of this Business Administration degree. I found Ashley to be very focused on her studies. She was always on time to class, communicated well with me, and was prepared for class. She was typically one of the top performers on the exams.

Ashley was presented with an opportunity to apply for an internship which she did. I was excited to find out that she was hired as an intern for the position!

If there is any additional information about Ashley that I could provide, please contact me at (316) 322-3186.

Sincerely,

Janice Akao  
Professor and Department Chair  
Business Admin & Accounting  
jakao@butlercc.edu