

Oliver Mills
88 Lane Street
North Sydney NSW 2060

15 June 20XX

To the Presiding Magistrate
Parramatta Local Court

Re: Character reference for Radha Das

My name is Oliver Mills and I am a full time hospitality teacher at Ultimo Tafe.

I am aware that Radha Das has been fined for travelling without a valid ticket. I understand that she is pleading guilty to this offence.

I have known Radha for approximately two years. Radha is one of my students and is currently undertaking a Diploma of Hospitality Management

Radha is a friendly and polite student. She is very punctual and shows great attention to detail. She ensures that every dish she serves is prepared to the best of her abilities. This also applies to her assessments. Every task is completed as directed within the required timeframe.

Radha has a bright future in the hospitality industry.

When Radha arrived at TAFE the day after she received this fine, she told me what had happened at Harris Park Station. I was surprised to hear that she had been fined. Radha was very upset, not only because she was sure that she had purchased a ticket, but because she is a full time student and was concerned that she would be unable to pay the fine.

I have spoken to Radha and I understand that she has never been in trouble before. Radha would like to take responsibility for her actions and move on from this incident.

If you would like me to confirm any of the above, please do not hesitate to contact me on 04XX XXX XXX.

Regards,

O. Mills

Oliver Mills
Ultimo College
Sydney Institute TAFE NSW