



JGCC/PF/

Joypurhat Girls' Cadet College
Joypurhat
Phone & Fax : 0571-63546
Mobile : 01769-011246
e-mail: jgcc.adjt@army.mil.bd

১৭ Magh 1427

০২ February 2021

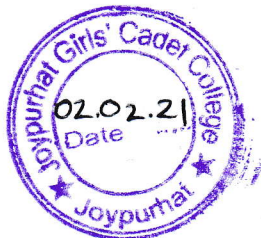
To Whom It May Concern

This is to certify that Mrs. Airin Parvin joined at Joypurhat Girls' Cadet College on 19 November 2011. She has been serving as a Lecturer of Home Economics (English version) for secondary and higher secondary level (Grade VII to XII). She was employed full time working no less than 48 hours a week. She is very good at teaching in the medium of English and her teaching instruction is up to the mark.

The main duties and responsibilities of her as follows:

- Teaching Home science and Physical education and health science to the students of grade VII to XII.
- Making effective lesson plan and course material for students' deep learning.
- Demonstrating knowledge of Home Science into practical life. Students can make different crafts and household materials in practical classes.
- Preparing questions and marking tests to evaluate students' progress
- compiling students' results and keeping records of them.
- Advising and guiding students in their career selection.
- Making class routines, extra preparation classes for the students.
- Facilitating students in indoor and outdoor games as well as stage competitions.
- Motivating and counseling adolescents to get rid of mental agony and manage daily life stresses.
- Communicating with the parents about students' progress and take initiatives in collaboration with parents.
- Taking counseling classes and sessions in a regular basis.
- Working as a member of Central Development Project Proposal committee for infrastructural development of college.

Airin Parvin is very sincere in discharging all the duties and responsibilities. I wish all the best in her future endeavors.



Md. Enamul Haque
Acting Principal
Joypurhat Girls' Cadet College
Joypurhat , Bangladesh



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Letter of Recommendation

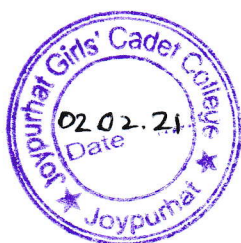
It is a pleasure to write a letter of recommendation for my dear colleague Mrs. Airin Parvin with regard to her application for her graduate degree in the field of Educational Psychology at the University of Regina, Canada. I have known her for two years both as a colleague and also as an administrator. I was first introduced to her when I posted to this institute as an Associate professor and Head of Department of Chemistry in 2019. She was the secretary of Officers club of Joypurhat Girls Cadet College and I got a warm reception party arranged by her.

Airin Parvin is the one of the most remarkable faculty member of this college. From the first day to till now I found her very much proactive and sincere towards her responsibilities. She is very disciplined and focused in her works. She is a successful form master of the students of grade XI. All her students done a tremendous result in the Secondary school certificate examination, 2020 under her guidance and mentorship.

She was in charge of Cadets dining hall where she had to supervise the daily food supply and co ordinate between the college administration and the students. I found her excellent in this job. She had managed all the difficulties with her intelligence and capacity. Most importantly, our college was the host of Inter Girls Cadet College Sports and Dance meet -2019 where a large number of students, teachers, other staffs, distinguished guests attended. She was the one whom managed all the food supplies to all of them accordingly within proper time. It was a great success of her.

In addition, I must mention one of her good qualities and that is her knowledge on human psychology and capacity to deal with different type of people. To me it is a rare combination today among the teachers. I found her very much helping and supporting towards the students as well as others around her. She is much popular among students and employees also. She takes counseling sessions to students of grade XI and XII regularly. Moreover, students love to share their problems with her and she manages all these things technically with her expertise.

So far I know she had a passion to become a counselor and that is why she is applying to pursue a master of education degree in Educational Psychology; practicum route- counseling at your university. As an administrator, I strongly believe that she would be the invaluable addition to your graduate program. I wish every success in her life.



Md. Enamul Haque
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