

办公室英语口语第92期:A recommendation letter PDF转换可能丢失图片或格式，建议阅读原文

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letter
A: Excuse me, Mr. Macmillan?
B: Yes, Ms. Ross? What do you

need?
A: I was hoping you would write a letter of recommendation. I

want to enter a Master ' s program in marketing. It ' s all on

weekends and evenings.
B: Good news! I ' ll be glad to. When do

you need it?
推荐信A：对不起，麦克米伦先生？B：哦，你要

什么？罗丝女士？A：您是否能为我写一封推荐信。我想上

一个市场学硕士班。全都在周末和晚上上课。B：好消息！我

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