

**Southern Illinois
State Normal University,
Carbondale**

J. B. Parkinson, President

Carbondale, Illinois.

May 1, 1912.

Miss Marion E. Sparks,
Champaign, Illinois.

Dear Miss Sparks:

I am in receipt of a formal notice from the Civil Service Commission that you have recently passed the examination for the position of Librarian and that you are one of the eligibles for such positions.

I hereby notify you of your appointment to a position of Librarian in the Southern Illinois State Normal University at Carbondale, Illinois.

Please let me know by return mail your acceptance of the position and state how soon would you be able to assume the duties of said position.

Awaiting an early reply, I am,

Yours very truly,



President.