**LETTER FOR TEACHING POSITION**

Today’s Date

Student’s Parent’s Name

Parent’s Street Address

City, State, Zip Code

DearParent’s Surname**,**

I was excited to learn that you are seeking a French tutor for your daughter. With substantial experience tutoring high school students in French, a bachelor’s degree in French, and 1 year living in France, I believe I have the requisite experience to create a successful learning environment to make sure your daughter excels in her upcoming examinations. In fact, in recognition of my French abilities, I was awarded the French Consulate Prize in 20XX.

As a tutor, I exceeded parental expectations in several respects. For example, of my 30 students when I lived in Cambridge, England, all passed their high-school diploma exams. Indeed, 20 of them received the highest possible grade. This success was hinged on the use of learning materials that I created, which included 10 mock exams created to target the relevant exam boards.

In addition, the following bullet points will give you some insight into my record of success:

* Received 96% satisfaction rating from students.
* Provided weekly progress notes for students with learning goals.
* Produced 47 high-quality lesson plans.

Thank you for reviewing my application, and I look forward to hearing from you. I can be contacted at 820.170.147 or at danieljones@gmail.com

Sincerely,

Your Name