

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]

[Student's Name]  
[Student's Address]  
[City, State, Zip Code]

Dear [Student's Name],

I hope this letter finds you well. I want to take a moment to express my heartfelt gratitude for your hard work and dedication during this academic year. Your commitment to your studies and enthusiasm in class truly made a difference.

I appreciate the effort you put into [specific project or assignment]. It was evident that you invested a lot of time and thought into it, which not only enhanced your learning but inspired your classmates as well. Thank you once again for being such a valuable member of our class. I am proud of your accomplishments and look forward to seeing all the great things you will achieve in the future.

Wishing you continued success!

Warm regards,

[Your Name]  
[Your Position]