

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[School/Organization Name]
[School Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my heartfelt gratitude for the incredible experience I had as an exchange student at [School/Organization Name].

[Include a personal anecdote or specific experience that highlights your appreciation.]

Thank you once again for your support and guidance during my time as an exchange student. I look forward to staying in touch and hope our paths cross again in the future.

Warm regards,

[Your Name]