

[Your Name]
[Your Address]
[City, Postcode]
[Email Address]
[Phone Number]
[Date]
[School/Exam Center Name]
[School Address]
[City, Postcode]

Dear [Exam Officer/Head of Year],

Subject: Commitment to GCSE Examinations

I hope this letter finds you well. I am writing to formally express my commitment to the upcoming GCSE examinations scheduled for [examination dates].

I understand the importance of these exams and have taken the necessary steps to prepare thoroughly, including [mention any study plans, revision techniques, or support sought]. I am dedicated to completing all required assessments and ensuring I meet the expectations outlined by the school and the examining bodies.

Should any issues arise as we approach the exam dates, I will communicate promptly to seek assistance.

Thank you for your support and guidance throughout this process.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Typed Name]

[Your Year/Class]