

**\*\*Template 1: Letter to a Friend\*\***

[Your Address]

[City, Zip Code]

[Date]

Dear [Friend's Name],

I hope this letter finds you in great spirits. I wanted to share my thoughts about the upcoming KCSE exams.

[Insert personal experience, encouragement, or advice related to the exams.]

Looking forward to hearing from you soon.

Best regards,

[Your Name]

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**\*\*Template 2: Letter to a Teacher\*\***

[Your Address]

[City, Zip Code]

[Date]

Dear [Teacher's Name],

I am writing to express my gratitude for your support as we prepare for the KCSE exams.

[Discuss specific lessons or advice that has been helpful.]

Thank you once again for your guidance.

Sincerely,

[Your Name]

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**\*\*Template 3: Letter to the Principal\*\***

[Your Address]

[City, Zip Code]

[Date]

Dear [Principal's Name],

I hope this letter finds you well. I am reaching out to discuss some concerns regarding the KCSE preparation process.

[Outline specific concerns or suggestions.]

Thank you for considering my request.

Yours sincerely,

[Your Name]

[Class/Grade]

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**\*\*Template 4: Letter to a Parent or Guardian\*\***

[Your Address]

[City, Zip Code]

[Date]

Dear [Parent's Name],

I wanted to take a moment to share my thoughts about the KCSE exams and my preparations.

[Discuss your study habits, feelings about the exams, and any support you may need.]

Thank you for always being there for me.

Love,

[Your Name]