

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]  
[Principal's Name]  
[School's Name]  
[School's Address]  
[City, State, Zip Code]

Dear [Principal's Name],

I hope this letter finds you well. My name is [Your Name], and I am a [Your Grade/Year] student at [School's Name]. I am writing to express my interest in seeking a mentorship opportunity under your guidance.

[Briefly explain your background, interests, and reasons for seeking mentorship. You may also mention any specific goals you hope to achieve through this mentorship.]

I believe that your expertise in [mention relevant field/area] would greatly benefit my personal and academic growth. I am eager to learn and develop skills that will help me in my future endeavors.

Thank you for considering my request. I would greatly appreciate the opportunity to discuss this further at your convenience.

Sincerely,  
[Your Name]  
[Your Grade/Year]