

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

Dear [Teacher's Name],

I hope this letter finds you well. As you prepare to leave our school, I wanted to take a moment to express my heartfelt gratitude for everything you have done for me and the entire class.

Your dedication and passion for teaching have made a lasting impact on us all. I will always remember [specific memory or lesson] which taught me [what you learned]. Your ability to [specific quality or skill] has inspired me to [personal goal or aspiration].

Thank you for believing in us, for your endless patience, and for the countless hours you spent helping us grow. Your encouragement has meant the world to me, and I will carry your lessons with me as I move forward. Though it's difficult to say goodbye, I am excited for you and this new chapter in your life. I wish you nothing but success and happiness in your future endeavors. Please stay in touch!

With deepest gratitude,

[Your Name]
[Your Grade/Class]