

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well! It's been a while since we last caught up, and I've been thinking about you. How have things been going at Western Kentucky University?

I wanted to share some updates from my side as well. [Insert a personal update about your life, work, or studies.] I've also been hearing great things about [mention any events or activities at WKU].

Let me know how your semester is shaping up and if you've been involved in any exciting projects or clubs. I would love to hear more about your experiences and any advice you have for someone considering a similar path.

Looking forward to catching up soon!

Best wishes,

[Your Name]