

Evaluation of Library Tutoring Program Effectiveness

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Insert Your Name]

Subject: Evaluation of Library Tutoring Program

Dear [Insert Recipient's Name],

I hope this letter finds you well. I am writing to provide an evaluation of the effectiveness of our recent library tutoring program conducted from [Start Date] to [End Date]. The program aimed to assist students in enhancing their academic performance through personalized tutoring sessions.

Program Highlights

- Total Sessions Conducted: [Insert Number]
- Number of Students Served: [Insert Number]
- Average Student Improvement: [Insert Percentage or Grade Improvement]

Feedback Summary

Feedback from participants included:

- Increased confidence in subject matter.
- Positive relationships with tutors.
- Suggestions for additional subjects to cover.

Recommendations

Based on the evaluation, we recommend the following:

- Extend the program duration to accommodate more students.
- Implement a survey for ongoing feedback.
- Explore partnerships with local schools for wider outreach.

Thank you for your support in this initiative. We look forward to your feedback and suggestions for future programs.

Best regards,

[Your Name]

[Your Position]

[Your Library/Organization Name]

[Your Contact Information]