

Letter of Qualifications for Substitute Teacher Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to express my interest in the substitute teacher position at [School's Name]. With my background in education and a passion for fostering a positive learning environment, I am confident in my ability to contribute effectively to your team.

I hold a [Degree] in [Field of Study] from [University/College Name] and have [number of years] of experience working with students in various capacities, including [briefly describe relevant experience, e.g., tutoring, teaching in a classroom, etc.]. My commitment to maintaining a supportive and disciplined environment has always resulted in successfully engaging students in their learning.

I possess strong communication skills and a proactive approach to classroom management. My flexibility and adaptability enable me to meet the unique needs of students and the requirements of different subjects and grade levels.

Thank you for considering my application. I would welcome the opportunity to discuss my qualifications further and how I can contribute to the success of [School's Name] as a substitute teacher.

Sincerely,

[Your Name]