

Letter of Tutoring Assistance

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Tutoring Assistance for Exam Preparation

Dear [Recipient's Name],

I hope this message finds you well. As we approach the upcoming exams, I wanted to offer my assistance in helping you prepare effectively. With my experience in [subject/area], I believe I can help you strengthen your understanding and boost your confidence.

I am available for tutoring sessions on [insert availability], and I can tailor the sessions to focus on the specific topics you find challenging. Whether you need help with practice questions, review of key concepts, or study strategies, I am here to support you.

Please feel free to reach out to me at [your email/phone number] if you are interested in scheduling some sessions. I look forward to the opportunity to help you achieve your academic goals.

Best regards,

[Your Name]

[Your Contact Information]