

Dear Principal [Last Name],

I hope this message finds you well. As I reflect on my time at [School Name], I want to take a moment to express my heartfelt gratitude for your mentorship and support.

Your guidance has been instrumental in my personal and academic growth. I appreciate the time you have dedicated to helping me navigate challenges and seize opportunities.

Thank you for believing in me and pushing me to strive for excellence. Your influence has made a lasting impact on my life.

With sincere appreciation,

[Your Name]
[Your Grade/Class]
[Date]