

Classroom Participation Review

Date: [Insert Date]

To: [Student's Name]

From: [Instructor's Name]

Subject: Classroom Participation Review

Dear [Student's Name],

I hope this message finds you well. I am writing to provide you with a review of your participation in our classroom discussions and activities over the past [insert time period].

Your contributions during class have shown [insert specific examples of contributions or areas of strength]. However, I also believe there are opportunities for growth, particularly in [insert areas for improvement].

To enhance your participation, I encourage you to [insert specific suggestions, e.g., ask more questions, engage with peers more, etc.]. I am confident that with a little effort, you can improve in these areas.

Thank you for your hard work and dedication. Please feel free to reach out if you would like to discuss this review further.

Sincerely,

[Instructor's Name]

[Instructor's Position]

[Contact Information]