

# Letter of Recognition

Date: [Insert Date]

To: [Mentor's Name]

From: [Your Name]

Subject: Recognition of Your Impactful Mentorship

Dear [Mentor's Name],

I hope this message finds you well. I am writing to take a moment to express my heartfelt gratitude for your exceptional mentorship over the past [duration]. Your guidance and support have had a profound impact on my personal and professional growth.

Your ability to [mention specific qualities or actions, e.g., inspire, challenge, provide valuable insights] has helped me navigate [specific challenges or experiences]. I have learned so much from you, not only in terms of skills and knowledge but also about the importance of [mention any values, e.g., perseverance, integrity, etc.].

Thank you for being such a positive influence in my life. I truly appreciate the time and effort you have dedicated to helping me succeed.

Warm regards,

[Your Name]

[Your Job Title or Position]

[Your Contact Information]