

# Goodbye Letter to Students

To,

[The Class Name],

Date: DD Month, YYYY

Dear Students,

I have already mentioned this to some of you throughout our discussions in the past week, and now I am writing this letter with mixed emotions to let you all know that I have decided to pursue my PhD and hence will be completing my teaching tenure with the end term examinations. It has been an absolute pleasure teaching you all, and I will always treasure our interactions.

While it is I who was supposed to teach you all, I have learnt a lot of different things from every one of you. These are some of the memories I will take with me to my next destination. I want to thank all of you from the bottom of my heart to have made this such an enriching experience for me.

However, not being around certainly does not mean I will not be accessible to my students. Over time you have become family to me, and I look forward to hearing from you. Feel free to reach out to me at [Email Number] and [Phone Number].

Wishing you all great happiness and success in your future.

Best Regards,

[Sender's Name]

