Mr. Lance Kennedy

100 South Sixth Street  
Minneapolis, Minnesota 55402

January 9, 2011

Dr. Jack Lincoln

Science Department

Minnesota College

Dear Dr. Lincoln,

Warm greetings!

I am writing to you to tell you that I am so thankful for all the help and advices you have provided for me during my stay in college.  Going to college was financially hard for me and it took a lot of hard work for me to be able to finally enroll in this college.

My strong desire to finish college and earn a degree made me persevere despite all odds.  But I know that I couldn’t have gone through all the struggles without your help.  You have supported me not only in my academics but also in giving me personal advices about life.  I know you will be able to inspire more students to be the best that they can be.

Thank you and I wish you all the best in your career.

Respectfully,

Mr. Lance Kennedy