

Milena Cullen

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456 My Street, San Diego, CA 76543

Heather Skinner
Varsity Tutors
123 Your Street,
Houston, TX 12345
(123) 456-7890
example@youremail.com

[month, day, year]

Dear Ms. Skinner,

Achieving a 98% first-time pass rate for my students in 2020 was my most significant career accomplishment so far. My differentiated self-made resources and assessment-based lesson plans helped my students make outstanding progress in a short timeframe. I look forward to replicating this success as a physics tutor at Varsity Tutors.

As a qualified high school teacher with more than two years of experience as an independent tutor, Varsity Tutors' reputation for promoting innovative teaching methods makes it the ideal environment for my talents and abilities. My recent achievements show that I am capable of providing high-quality services to your diverse client base. These include:

- Developing a rigorous revision program to meet the requirements of students with ASD and ADHD, resulting in a 100% pass rate for these pupils
- Working with a local school to provide 1:1 support to disadvantaged students, effectively closing the attainment gap for that cohort
- Providing additional assistance with comprehension skills, improving overall results by 32% in 2020 compared to the previous year

I look forward to discussing how my detailed subject knowledge and creative teaching strategies can support Varsity Tutors' students, and I am available at your convenience.

Sincerely,

Milena Cullen

P.S. I would love to explain how I helped a previously disengaged student exceed their predicted result by two grades.