

Jane Smith

000 Team Drive, Anywhere, IL 00000 • janesmith@illinois.edu • (000) 000-0000

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Dear School Administrator:

After years of volunteering and assisting in numerous classrooms, I cannot wait to teach in one of my own. As an elementary education student at the University of Illinois at Urbana-Champaign, I feel I have been properly trained and prepared to be an inspiring teacher. After graduation I hope to pursue a career in the north or northwest suburbs of Chicago in middle school math or an elementary grade. Having grown up in one of the northern suburbs, I want to return and give students a phenomenal education similar to the one I received. Because my strengths and passion have always been mathematics, I would enjoy a position in a sixth, seventh, or eighth grade math classroom.

I believe both my academic and volunteer experiences make me a strong candidate to student teach at your school. I feel I can offer a unique set of skills that can empower students to become engaged and excited to attend school every single day. My semester abroad allowed me to completely take over three seventh-grade English classrooms. I planned projects and activities that encouraged the students to push their language skills and interact with one another in a controlled, comfortable environment. I was the first teacher who was fluent in the language being taught there. This, along with my relationship with the prior teacher, allowed me to work outside the daily textbooks and workbooks in order to get the students out of their seats every day, excited to find out what the day would bring.

Teaching on my own taught me classroom management as well as what it takes to control and keep students engrossed and wanting to learn more. Teachers have the ability to take a given subject and create a curriculum and learning environment that connects to those they are teaching. I want to take what I have learned, along with my passionate, extroverted personality, and teach math in a way that every student understands and can confidently apply to the real world.

I am confident that my energy and commitment would be beneficial to your students and I hope to have the opportunity to meet with you to discuss the unique contributions that I can make to your school. Thank you for your time and consideration.

Best Regards,

Jane Smith