***Salutation: a way of saying hello***

To Whom It May Concern:

My name is John Smith and for the past two years, I have been a Blue Knight at Dr. Losier and I hope to continue it this year. There are many ways I contribute to school life at DLMS. In addition to being a Blue Knight for two years, I was also chosen by my teachers to be a Web Leader. I believe this shows that my teachers see me as a role model and I enjoy helping others. For example, I am often asked by teachers to spend time with new students and to show them how to be a good citizen at DLMS. I don’t just do this because someone asked me to, but because I love making new friends.

***Introduction: Introduce yourself and one reason why you should be chosen as a Blue Knight.***

I always enjoyed being a leader in every occasion possible, whether it be organizing school activities, acting as a class rep, or just being a good friend. I am also very proud to be a Knight on the court and the field as a member of many sports teams, including soccer, basketball, and volleyball.

***Body: More persuasive reasons as to why you should be considered. These could include:***

* ***Leadership qualities***
* ***Extra-curricular activities***
* ***Work ethic in class***
* ***Citizenship qualities (the way you treat others)***
* ***Personality***

School spirit is important because it makes students proud to be a part of Dr. Losier. I always participate in school spirit events, but I also like to be a leader with school spirit. I’ve helped to organize Web Night, where I organized activities for the grade sixes, connected with them, and even taught them how to be good citizens of Dr. Losier. I also volunteered to be a class rep so that I could be more involved in school spirit events.

I think I have the right personality to be a Blue Knight. I always see the good in

people, even if they do make bad decisions – and how do I do that, you ask? I know that one or two mistakes doesn’t define a person – it’s what’s inside that counts. I also think that people like me for who I am and if someone doesn’t, I know not to change my ways because I believe that no one is perfect. We should love ourselves for who we are- and not change ourselves because one person, or another, doesn’t like us.

To me, a Blue Knight means always being ready to help others, being involved in my school, working hard in class, and being respectful to everyone. These are things I try to do each day.

***Conclusion: A summary of the qualities that make you a strong candidate for Blue Knight.***

I hope you consider my nomination for Blue Knight.

Sincerely,

***Closing: a way of saying goodbye***

***Signature: skip four lines after the closing, so that after printing, you can write your signature in the space.***

John Smith