Dear Ms.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and I am e\_\_\_\_\_\_\_\_\_\_\_\_ years old. I was born in \_\_\_\_\_\_\_\_\_\_\_\_ in the town/city of \_\_\_\_\_\_\_\_\_\_\_ in 200?. My Parents \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ I have \_\_\_\_\_\_\_brothers/sisters. They are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 I went to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Elementary School where my favorite subject was \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, but I also really liked \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ classes.

 Currently, I attend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle School and really enjoy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ classes. After school, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (explain about your hobbies/ activities in a few sentences). When I’m not \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I love \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 After middle school, I plan to attend high school and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Then, I will/might attend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ University and major in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. It is my dream to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I will also \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_The most important wish for my future is\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Sincerely,