

*The sample below is a handwritten thank-you letter.*

*[Sender's Name]*

*[Sender's Address]*

*[Date]*

*[Recipient's Name]*

*[Recipient's Job Title]*

*[Recipient's College/University Name]*

*[Recipient's College/University Address]*

*Respected Mr. [Recipient's Name],*

*I am sincerely thankful to you for being such an excellent clinical mentor during my internship days. During the internship, you boosted my confidence to carry out clinical experiments. Under your guidance, I expanded my knowledge pertaining to the field and gained practical experience which would certainly help me in my career. Not only did I gain practical experience but also I got the opportunity to learn unique techniques under your guidance. I am sincerely grateful for that.*

*I am also grateful to you for the regular feedback that helped me recognize my weakness in the subject. Such feedback helped me to improve my skills. Again thank you for believing in me and being an excellent mentor to me. I hope that we will keep in touch in the future as well.*

*Yours sincerely,*

*[Your Name]*

*[Contact Number]*

*[Email ID]*

*[Signature]*