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Sender's Address

Sender's Email Address

Date

Name of Receiver

Job Title of Receiver

Name of the School/ College

Address of School/ College

Subject: Thank You Letter to Clinical Preceptor

Dear ABC (Name of the Clinical Preceptor)

I would like to thank you for serving as a nursing clinical preceptor at our nursing college. You have provided a safe, confident, and encouraging learning environment to all the students. Thank you for introducing all the students to a good working environment and giving them a real-life experience. You are a true inspiration and a mentor to a lot of students. We are grateful to have a clinical preceptor like you who has always encouraged and supported students at our college.

Thank you once again for your valuable time, dedication, and effort you spent giving training to all the nursing students in college. We always look forward to continuing to work with you and stay in touch with you.

Sincerely,

(Signature)

Sender's Full Name