

Professional resignation for new career opportunity

Subject: Resignation for Career Transition

Dear [Principal's Name],

I am writing to resign from my position as [Subject/Grade] Teacher at [School Name], effective [Last Working Day]. I have accepted an opportunity outside the teaching profession that aligns with my long-term career goals.

This was a difficult decision as teaching here has been a deeply meaningful experience. I am especially thankful for the mentorship and collaboration I have enjoyed with my colleagues.

I will ensure a smooth transition by finalizing lesson plans, assisting with classroom handover, and offering any needed support.

With appreciation,

[Your Full Name]

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