**IELTS Task One Writing – GENERAL TRAINING**

You should spend about **20 minutes** on this task.

You have a full-time job and are also doing a part-time evening course. You find that you cannot continue the course.

**Write a letter to the course manager. In your letter**

• describe the situation

• explain why you cannot continue at this time

• say what action you would like to take

Write at least **150 words**. You do NOT need to write any addresses.

Begin your letter as follows:

*Dear ........*