

25th July 2023

[Reference Number (if applicable)]

Hamza  
Senior Lecturer  
Lahore Garrison University Main Campus  
CS Main Male Staff Room, 2nd Floor, New Building, LGU

Subject: Student Feedback

Dear Hamza,

I hope this letter finds you well. I am writing to bring to your attention some important feedback from the students.

It has come to my attention that a significant number of students in your class have expressed dissatisfaction with the current teaching method. They feel that the lectures lack engagement and fail to adequately address their learning needs. Some students have also mentioned that they find it challenging to grasp certain concepts due to the pace of the lectures.

I understand that teaching can be demanding and that you have the best intentions for your students' education. However, as a senior lecturer, it is crucial to adapt teaching methods to suit diverse learning styles and ensure that students are actively involved in the learning process.

I kindly request you to consider these concerns seriously and explore ways to improve the teaching experience for your students. Encouraging interactive discussions, incorporating real-world examples, and providing additional resources for further understanding could potentially enhance the learning environment.

Your dedication and commitment to the students' success are valued, and I believe that by addressing these concerns, you can positively impact their academic journey.

If you would like to discuss this matter further or seek assistance in implementing new teaching strategies, please do not hesitate to reach out. We are here to support you in creating an enriching and effective learning experience for our students.

Thank you for your attention to this matter.

Sincerely,

Allah Rakha

Enclosure: [List any documents or items included with the letter, if applicable.]