**祝贺信写作及实战演练**

1. 祝贺信写作：1. 祝贺事由； 2. 被祝贺人的努力及优点；3. 再次祝贺并祝愿。
2. 祝贺信可用句式
3. ***I’m delighted/pleased/glad/excited to hear/learn/know that*** you have won first prize in the contest, ***so I’m writing to express/convey my congratulations.***
4. ***I’d like to congratulate you on your success/achievements in*** organizing the activity in your school.
5. We are proud of you and ***send/express/give our congratulations.***
6. ***I am writing to offer you my sincerest congratulations on*** sth. (your winning the prize.)
7. Congratulations! We are all proud of your ***remarkable achievements***.
8. ***It came as no surprise to me that*** you have won first place in the contest.
9. ***There is no denying/doubt that your success partly lies in*** your talent for tennis.
10. ***No one can deny your effort in the past days, which made it possible for you to*** …
11. ***It was persistence and determination that led you, step by step, to your success.***
12. ***You couldn’t have made such remarkable achievements without your continuous effort.***
13. ***Your success is mainly due to*** your hard work and everyday practice.
14. ***You showed*** persistence in the competition,***which contributed to your final success.***
15. ***You deserved the prize / to win*** the competition ***due to the faith, effort and courage you showed.***
16. ***Undoubtedly, your success is a great honor for*** both you and our school. ***We are proud of you.***
17. ***A person of your ability and intelligence is certain to be a success.***
18. In my view, it is your talent and efforts that contribute to your brilliant achievement.
19. ***Congratulations again, and I wish you further success!***
20. Please accept our sincere congratulations and best wishes for all the good future in the world.
21. Congratulations to you again and I’m looking forward to your further achievements.
22. All my best wishes for an even better/successful future.
23. 优秀范本：假定你是李华，你的美籍好友Tom在他所在学校组织的汉字听写大赛中获得了一等奖。请你写一封英文邮件，内容包括：1. 向他表示祝贺； 2. 你认为他获奖的原因；3. 请教参赛经验。

Dear Tom,

Delighted to learn that you have won first prize in the Chinese Characters Dictation Competition held by your school. I’m writing to offer my congratulations to you.(祝贺事由)

It comes as no surprise to me that you have won first prize because you have been practicing Chinese characers since you were a child. As I know, you have been interested in Chinese traditional culture, particularly Chinese characters. Besides, you often take part in various competitions. I’ll take part in an English competition next week. Would you like to give some advice?（获奖原因，请教经验）

Congratulations again on your success.(再次表示祝贺)

Yours,

Li Hua

1. 仿写借鉴：假如你是李华，你的英国网友Daniel在你市某中学做交换生，他发来邮件说在学校举办的中国传统文化知识竞赛中获得了一等奖。请你给他回信，内容包括：1. 表示祝贺；2. 肯定其努力和付出；3. 表达祝愿。

Dear Daniel,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(得知你在你校举行的中国传统文化知识竞赛中获得一等奖，很高兴). \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(我写信向你表示祝贺).

As your best friend, I’m proud of you. I know \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(自从你来到中国一直对中国传统文化感兴趣) and keep on studying it hard. Your efforts have paid off at last. It’s your hard work and intelligence that led you to such a success. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I’m sure you’ll achieve greater success in your studies.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(再次表示祝贺，希望你在中国旅行愉快).

Yours,

Li Hua

五、实战演练：假如你是李华，你的美国笔友Peter来信告诉你他被选为校学生会主席，请你给他回信表示祝贺。内容要点如下：1. 表达祝贺；2. 对他成功原因的认识；3. 再次表达祝贺并表示祝愿。

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

六、祝贺信赏析：

（一）假如你是李华，你的美国朋友Jane在所在学校举行的汉语演讲比赛中获得一等奖。请你写一封信表示祝贺，内容如下：1. 表示祝贺；2.肯定其努力和付出；3. 再次表示祝贺。

Dear Jane,

I’m delighted to learn that you have won first prize in the Chinese Speech Contest held by your school. I felt quite excited! Congratulations to you!

I’m sure you must have made great efforts to make it, because it is very hard for a foreigner to speak fluent Chinese. Therefore, II really admire your talent and persistence. Your success is also an encouragement for me to study hard.

Please accept my congratulations and wish you all the best.

Yours,

Li Hua.

（二）**假设你是校体育部部长周晓，你校英国交换生Ivan在全市网球比赛中获得了第一名。请你根据以下要点提示，用英语给Ivan写一封信，向他表示祝贺。**

**要点提示：1. 表明得知Ivan获奖的消息；2. 对Ivan的成功进行积极评价；3. 表达衷心的祝贺。**

Dear Ivan,

I am much delighted to learn that you got the first place in the city’s tennis contest. I am writing to offer you my sincerest congratulations.

    As we know, you are really talented in playing tennis, but undoubtedly, you couldn’t have made such remarkable achievements without your continuous effort. More importantly, you showed persistence in the competition, which contributed to your final success. We are all proud that you have won glory for our school.

Again, I’d like to take this opportunity to express my heartfelt congratulations and best wishes to you. I wish you greater success in the future.

Yours sincerely,

Zhou Xiao

（三）假如你是韩梅梅，你的朋友李磊被北大录取，请你写一封祝贺信，内容包括：1. 表示祝贺；2. 肯定他的努力和付出； 3. 表达祝愿。

Dear Li Lei,

I’m writing to convey my heartfelt congratulations on your receiving the offer from Peking University. I feel more than delighted for you as it’s a golden chance to learn from the great minds.

But indeed no one could have been more deserving of it than you, because I know you have been studying Chinese for year. It is your diligence and persistence that stand you out in the crowd. It is a real encouragement to see your efforts paid off and I do hope you can understand China and its splendid culture better.

Wish you still further success in Chinese study and make preparations for the coming challenge.

Sincerely yours

Han Meimei

**仿写借鉴参考答案**：1. Delighted to learn that you have won first prize in the Chinese Traditional Culture Quiz held by your school

1. I’m writing to offer my congratulations to you
2. you have been interested in Chinese traditional culture since you came to China
3. Besides
4. Congratulations again and wish you a happy stay in China

实战演练参考答案：

Dear Peter,

I’m very glad to convey my sincere congratulations on your being elected as chairman of students’ union of your school.

Through your e-mail and our online talks, I know quite well that you’re a person not only good at studies but also eager to hep others. What’s more, you have shown your ability to be a good organizer. I am sure that to be the head of your students’ union will prove ad improve your overall ability.

Please accept my sincerest congratulations and wish you a big success in your new post.

Yours sincerely,

Li Hua