

Section 1:

#1 "I would like to sincerely apply for a student-led newsletter for the school. Without one, our school will fail significantly, and our students will not know about fundraisers. As we have spoken on Monday, I have conducted a vote, and the whole school unanimously voted for there to be a student-led newsletter."

Strengths: You clearly state your purpose in the opening sentence. You've also taken initiative by conducting a vote, showing you're proactive.

Tone consistency → Your opening paragraph shifts abruptly from formal to dramatic language. The claim that the school will "fail significantly" without a newsletter doesn't match the professional tone needed for this type of application. Consider how this might be perceived by the recipient.

"I would like to formally apply to establish a student-led newsletter for our school. Currently, many students miss important information about events such as fundraisers. As we discussed on Monday, I conducted a survey which showed strong support from students for this initiative."

#2 "I have researched the benefits of a student-led newsletter, and a few of the many include: enhanced communication, improved engagement, enhanced school spirit, and more contribution towards the school. It also promotes student leadership, and builds a platform for the voice of the students."

Strengths: You've identified multiple benefits of a student-led newsletter. You've also connected the newsletter to student leadership opportunities.

Specificity needed → While you mention several benefits, you don't provide specific examples or evidence to support these claims. This makes your argument less convincing. Consider providing concrete examples of how these benefits might work in practice.

"My research into student-led newsletters shows several specific benefits: they improve communication by ensuring everyone receives the same information, increase engagement through student-created content, and strengthen school spirit by highlighting achievements. For example, at Wilson Primary School, their student newsletter increased event attendance by 40% in just one term."

#3 "Well, Ms White, you may be thinking that it would delay or take up some of their learning time in class, or extra-curriculars. Well, no, you're wrong."

Strengths: You've anticipated a potential concern from Ms White. This shows you're thinking ahead about possible objections.

Respectful communication → The phrasing "Well, no, you're wrong" comes across as confrontational and disrespectful when addressing a teacher. This undermines your case rather than strengthening it. Addressing concerns in a more respectful way would be more effective.

"You might be concerned, Ms White, that a newsletter could interfere with learning time or extra-curricular activities. I've thought carefully about this and have a solution that addresses this concern."

■ Your application shows enthusiasm and initiative, which are excellent qualities. To make your proposal more convincing, focus on being specific and professional throughout. Your opening would be stronger if you explained the specific problem you're trying to solve before jumping to dramatic consequences. In the middle section, try adding concrete examples of how a newsletter would benefit the school community. Also, when addressing potential concerns, maintain a respectful tone—this shows maturity and will make adults more likely to support your idea. The meeting request at the end is practical, but you could strengthen it by explaining what you hope to discuss during this meeting. Your closing could also benefit from a specific request for action or next steps.

Score: 38/50

Section 2:

Dear Ms White,

I would like to ~~sincerely~~ [formally] apply for a student-led newsletter for the school. ~~Without one, our school will fail significantly, and our students will not know about fundraisers.~~ [Without a regular communication channel, many students currently miss important information about events such as fundraisers.] As we have spoken on Monday, I have conducted a vote, and ~~the whole school unanimously voted for there to be a student-led newsletter~~ [the survey showed strong support from students for this initiative]. #1

I have researched the benefits of a student-led newsletter, and a few of the many include: enhanced communication, improved engagement, enhanced school spirit, and more contribution towards the school. It also promotes student leadership, and builds a platform for the voice of the students. #2 There is a current push for a student-led newsletter, as the students in my class have not been remembering key events, which is a very important issue that must be solved now. To solve it, the most efficient and effective method is to let the students write the newsletter themselves, so they have an idea of everything that is happening. ~~Well, Ms White, you may be thinking that it would delay or take up some of their learning time in class, or extra-curriculars. Well, no, you're wrong.~~ [You might be concerned, Ms White, that this project could take away from learning time or interfere with extra-curricular activities. I've carefully considered this potential issue.] #3 I have been reading some books, and in the books, there is a club, called the "Newsletter Editing Club", or something along the lines of that. ~~They~~

~~can volunteer with their friends, and for the students who don't I will make sure every representative of the class in the "Editing Team" will be able to tell them.~~ [Students could volunteer alongside their friends, forming an Editing Team with class representatives who would ensure all important information reaches everyone.]

If it is possible for you, we can meet in the PAS(performing arts studio) on Tuesday, second half of lunch after my SRC meeting. If you are unavailable, I will follow it up on Monday. Thank you for your consideration, and cooperation.

Yours Sincerely,

Audrey Gu(Student at ENPS)