

Teacher Resignation Letter Sample for Career Change

A **teacher resignation letter sample for career change** provides a professional and respectful template for educators transitioning to a new career path. It typically includes a clear statement of resignation, gratitude for the opportunities and experiences gained, and a brief explanation of the decision to pursue a different profession. This sample helps ensure the letter is concise, positive, and maintains good relationships with the current employer, facilitating a smooth and amicable departure from the teaching position.

Sample Resignation Letter

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Principal's Name]
[School Name]
[School Address]
[City, State, ZIP Code]

Dear [Principal's Name],

I am writing to formally resign from my position as [Your Position] at [School Name], effective [Last Working Day, typically two weeks from the date above]. This decision was not made lightly, as my time at [School Name] has been incredibly rewarding and provided me with invaluable experiences and growth as an educator.

After considerable reflection, I have decided to pursue a new career path outside of education. This change aligns with my professional goals and personal interests, and I believe it is the right step for my future development.

I am profoundly grateful for the support, encouragement, and opportunities I have received during my tenure at [School Name]. I have greatly enjoyed working with our dedicated staff, bright students, and supportive parents and community. These relationships and experiences will always hold a special place in my heart.

During the coming weeks, I am committed to ensuring a smooth transition and will assist in any way possible to help find and train my replacement. Please let me know how I can best support you and the school during this period.

Thank you once again for your understanding and support. I wish [School Name] continued success in the future.

Sincerely,
[Your Name]