

2011四六级考试写作过关：书信类范文 PDF转换可能丢失图片或格式，建议阅读原文

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投诉信 Dear Mr. President: I am sophomore from the Department of Law. I ' m writing the letter in purpose of complaining about the food and service in the canteen on campus. To be frank, I am rather disappointed at the food quality, Price and service in the canteen. First, the dishes are scarcely well cooked and most of them taste the same . Secondly, most of the dishes there are priced so high that some students cannot even afford them. Thirdly, the service in the canteen is far from satisfying and the inside of the canteen always seem untidy. To solve the problem, I suggest that another canteen be built and a mechanism of competition be introduced between the old and the new . Besides, both the canteens should be subject to the students ' supervision. Dining is an everyday issue for students. It may affect their academic performance. Therefore, I sincerely hope this letter can draw your attention to the matter and I hope the problems mentioned above be solved as soon as possible. 求学信 Dear Sir or Madam: I am a Chinese student who wish to study at your prestigious/esteemed university . My plan is to start my course next term , and I would be grateful if you would be kind enough to provide me with certain essential information. First, what qualifications do I need to follow a course of study at your university ? I already had a bachelor ' s degree from Beijing University , but I wonder if there are any further academic requirements . Second , how much are the tuition fees?

Although I intend to be self supporting . I would be interested to here if there are any scholarships available for international students .

Third , what is the situation as regards a commodation? I look forward to your reply . and to attend your esteemed institution.

Yours Sincerely LiMing 邀请信 Dear WangCai: I am greatly honored to formally invite you to participate in Mr old fish ' s wedding ceremong with Miss Micky Mouse to be held in Zhouji Hotel on April 2009 If you do not have any prior appointment on April 1. We look forword to the pleasure of your company 。 Yours Sincerely LiMing 感谢信变体

September 10th is the day that every student should bear in mind. It is the time to express our congratulations to our teachers ,who have devoted most of their time and energy to us 。 I am writing to express my heartfelt gratitude. I am referring to that unfortunate accident the other day, when I was knocked off my bike by taxi. If it had not been for my teachers ' timely assistance in giving me first aid, I fear that the consequences might have been much serious。 Everyone agrees that it was his quick-witted response in that emergency that has led to this satisfactory outcome。 I will repay my teacher ' s kindness with my unselfish help to others. Although nowadays people in mounting numbers talk about the need to be unselfish, we see very few people practice what they preach. If there were more people like my teacher, this would be a much nicer place。 相关推荐 : #0000ff>2011年英语六级写作指导汇总 #0000ff>2011英语四六级写作主谓不一致成因及对策 编辑推荐 : #0000ff>2010年12月英语六级成绩查询时间 #0000ff>2010年11月英语六级口试成绩公布 #0000ff>2011

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