**Example one**

Dear (Principal or Board Staff Members Name),

It was a pleasure to visit the campus, meet yourself, some students and the rest of the faculty. I can tell how much you value higher education and I would love to be part of that experience. I wanted to say thank you for spending the time interviewing me.

If there's any further information that you need from me, please let me know.

Sincerely,
(Your name)