Dear
Thank you for asking for the "Learn to Read the Bible Effectively" Distance Learning Course. The Introduction and Course Guide, along with Session 1, are included with this letter.
The remaining 11 Sessions will be sent to you at regular intervals. With Session 4 you will receive a "Summary of the Books of the Bible". If you would prefer to have all the remaining course sent to you at one time, please let me know so that this can be arranged.
My name is, and I shall be acting as your personal tutor throughout the duration of this course.
The purpose of this course is that you teach yourself from the material that is sent to you through the post. Let me assure you that I shall only be contacting you to send you the information that we have provided to help you complete the course or to give you details of future courses. However, I shall be pleased to help if you need clarification on any points or further help on finding answers from the Bible. The series has been designed for <i>you</i> to work through at your own time and speed. I am not here to give you the answers, rather it is for you to use the material as a reference tool to help <i>you</i> find answers from the Bible.
To help you in your learning, we have prepared questions based on the material in each session. You will receive a question sheet after sessions 4, 8 and 12.
You can contact me at the following address:
I hope you find the course helpful.
Yours sincerely,  Learn to Read the BibleEffectively