

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in enrolling in the Certified Nursing Assistant (CNA) training program offered by [Institution/Organization Name].

Having a passion for healthcare and a strong desire to provide compassionate care to patients, I believe that this training will equip me with the necessary skills and knowledge to excel in this field.

I am particularly drawn to your program because of [specific reason related to the institution, such as experienced instructors, hands-on training, or a good reputation].

Enclosed with this letter are my application form and any additional required documents for your review.

Thank you for considering my application. I look forward to the opportunity to further discuss my interest in the CNA training program.

Sincerely,
[Your Name]