

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[School/Training Program Name]
[School/Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to enroll in the Certified Nursing Assistant (CNA) training program at [School/Training Program Name]. I am passionate about providing quality care to patients and believe that this program will equip me with the essential skills and knowledge needed to excel in the healthcare field.

My interest in nursing began [briefly describe what inspired you to pursue nursing], and I am eager to take the next step in my journey by becoming a certified nursing assistant. I am committed to learning and am confident that my dedication, along with the comprehensive training at [School/Training Program Name], will prepare me well for a rewarding career in healthcare.

I appreciate the opportunity to apply for your program and look forward to the possibility of contributing to [School/Training Program Name]'s commitment to excellence in healthcare education. Thank you for considering my application.

Sincerely,
[Your Name]