

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well! I just wanted to drop you a quick note to share some exciting news. I recently graduated from [Your College/University] with a degree in [Your Degree]. It feels incredible to finally reach this milestone!

The graduation ceremony was a blast, and it was great to celebrate with friends and family. I've been thinking a lot about the future and what's next for me. I'm currently [mention any relevant job searching, traveling, or applying for further studies].

I would love to catch up and hear what you've been up to. Let's plan a time to meet up soon!

Take care, and hope to see you soon!

Best,

[Your Name]