

[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 am writing to extend my heartfelt congratulations on your successful completion of the JLPT (Japanese-Language Proficiency Test). Passing this exam is no small feat, and it reflects your hard work, dedication, and passion for the Japanese language.

Achieving this milestone is a significant step in your language journey and opens up numerous opportunities for you in both personal and professional realms. I am incredibly proud of you and am excited to see how you will continue to grow and excel in your language studies.

Once again, congratulations on your outstanding achievement! Celebrate this success, and know that the best is yet to come.

Warm regards,

[Your Name]
[Your Contact Information]