

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

[Recipient Name]
[Recipient Title]

Khan Academy

[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally announce my graduation from Khan Academy. It has been an extraordinary journey of learning and growth, and I am grateful for the resources and support provided by Khan Academy throughout this process.

As I reflect on my experiences, I appreciate the extensive curriculum and the commitment to accessible education that Khan Academy embodies. The knowledge I have gained will undoubtedly serve as a foundation for my future endeavors.

I would like to extend my heartfelt thanks to all the instructors and staff who have contributed to my educational journey. Your dedication to fostering a love for learning has inspired me greatly.

I look forward to applying what I have learned in my next steps, and I will always cherish my time as a student at Khan Academy.

Thank you once again for this invaluable experience.

Sincerely,

[Your Name]

[Your Graduation Year]