

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

[Recipient Name]  
[Recipient Title]

Khan Academy

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

Dear [Recipient Name],

I am writing to formally announce my graduation from Khan Academy after completing the [specific courses or programs completed]. This has been an incredible journey of learning and personal growth, and I am grateful for the resources and support provided by Khan Academy.

Throughout my time with Khan Academy, I have developed [skills or knowledge gained] and have gained confidence in my abilities. The interactive lessons and practice exercises have allowed me to grasp complex concepts and apply them effectively.

I would like to take this opportunity to thank my instructors and the Khan Academy team for their dedication and commitment to education. I am excited to move forward with my newfound knowledge and skills as I pursue [future plans or goals].

Thank you once again for this wonderful learning experience.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]