

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: NQF Certification for [Program/Qualification Name]

We are pleased to inform you that [Your Organization Name] has successfully completed the requirements for the National Qualifications Framework (NQF) certification for the following program:

**\*\*Program/Qualification Name\*\*:** [Insert Name]

**\*\*NQF Level\*\*:** [Insert Level]

**\*\*Registration Number\*\*:** [Insert Number]

**\*\*Certification Date\*\*:** [Insert Date]

This certification confirms that the program meets the quality standards set forth by the NQF and is now recognized nationally. We are committed to maintaining these standards and continuously improving our offerings. For any further information or clarification, please feel free to contact us at [Your Contact Information].

Thank you for your attention, and we look forward to your continued support.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]

[Your Phone Number]

[Your Email Address]

[Organization's Website URL]