

[Your School's Letterhead]

[School Name]

[School Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

To Whom It May Concern,

This is to certify that [Student's Full Name], son/daughter of [Parent's Name], is a student of [Class/Grade] at [School Name]. He/She has been a student here from [Start Date] to [End Date].

During this period, [Student's First Name] has displayed commendable character and conduct. He/She has been punctual, diligent, and has participated actively in various school activities. His/Her behavior with peers and teachers has been exemplary, and he/she is respected by fellow students and faculty alike.

We wish [Student's First Name] all the best for his/her future endeavors.

Sincerely,

[Your Name]

[Your Designation]

[School Name]

[Signature]