

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

[Recipient's Name]
[Recipient's Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding my application to the QNP program submitted on [Submission Date]. I am very enthusiastic about the opportunity to contribute to and learn from your esteemed program.

I wanted to inquire if there have been any updates or if additional information is needed from my side to assist in the decision-making process. I am looking forward to the possibility of collaborating with your team and bringing my skills in [Your Relevant Skills/Experience] to the program.

Thank you for considering my application. I appreciate your time and look forward to hearing from you soon.

Warm regards,

[Your Name]
[Your Job Title/Position]
[Optional: Your LinkedIn Profile]