

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

[Employer's Name]  
[Company's Name]  
[Company's Address]  
[City, State ZIP Code]  
Dear [Employer's Name],

I am writing to confirm that I have completed the following courses on Udemy, which have contributed to my professional development and skill enhancement:

1. [Course Title 1] - [Completion Date]
2. [Course Title 2] - [Completion Date]
3. [Course Title 3] - [Completion Date]

These courses provided me with valuable knowledge and practical skills in [specific skills or topics covered in the courses]. I believe that this training has equipped me to make significant contributions to [Company's Name] in my role.

Attached to this letter are copies of my Udemy certificates for your reference.

Thank you for considering my continued professional development.

Sincerely,  
[Your Name]