

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

[Recipient Name]  
[Recipient Title]

Udemy

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

Dear [Recipient Name],

I am writing to express my intent to create and offer a course on Udemy titled "[Course Title]." As a [Your Profession/Expertise] with [number] years of experience in [relevant field], I am eager to share my knowledge and skills with learners worldwide through this platform.

The course will cover [brief outline of course content], providing students with [key learning outcomes or skills]. My teaching methodology focuses on [your teaching approach], ensuring an engaging and effective learning experience.

I believe my background in [specific experience or achievements] positions me well to deliver valuable insight and practical skills. I am committed to producing high-quality content and supporting learners throughout their journey.

Thank you for considering my intent to contribute to Udemy's educational mission. I look forward to the opportunity to collaborate.

Sincerely,  
[Your Name]