

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

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

Dear [Recipient Name],

Subject: NQF Certification Context Letter

I am writing to provide context regarding the National Qualifications Framework (NQF) certification for [specific qualifications or programs] offered by [Your Organization/Institution Name].

[Provide a brief introduction of your organization and its mission related to education and qualifications.]

The qualifications in question, [list the qualifications], have been developed to meet industry needs and provide learners with the requisite skills and knowledge to succeed in [specific field or sector].

[Include details on how the qualifications align with national or international standards, addressing specific criteria of the NQF.]

Furthermore, [discuss any partnerships, collaborations, or endorsements from industry stakeholders that support the relevance of these qualifications.]

We are committed to continuous improvement and ensure that our programs undergo regular review processes to maintain their alignment with the NQF criteria.

Thank you for considering this context letter as part of the NQF certification process. Should you require any further information or clarification, please do not hesitate to reach out.

Sincerely,

[Your Name]
[Your Title]
[Your Organization/Institution Name]