

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: NQF Rating Confirmation Letter

We are pleased to confirm the NQF (National Qualifications Framework) rating of [Program/Course Name], which has been assessed and verified as [NQF Level] by [Assessor/Agency Name]. This recognition highlights the quality and relevance of our program in providing learners with the necessary skills and knowledge for [specify field/industry].

Program Details:

- Program Name: [Program/Course Name]
- NQF Level: [NQF Level]
- Duration: [Duration of the program]
- Delivery Mode: [e.g., online, in-person, hybrid]

This qualification is aligned with national standards and is designed to meet the needs of [identify target group/industry]. We are dedicated to maintaining the highest standards of education and training and are committed to continuous improvement in our offerings.

We believe that the NQF rating enhances our credibility and will significantly support our funding application. Should you require any further information or documentation, please feel free to contact us at [Your Contact Information].

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]

[Your Email Address]