

[Your Institution/Organization Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

Dear [Recipient Name],

Subject: NQF Rating for [Program Name]

We are pleased to inform you that the [Program Name], offered by [Your Institution/Organization], has been assessed and rated according to the National Qualifications Framework (NQF) standards.

Program Details:

- Program Name: [Program Name]
- Program Code: [Program Code]
- Qualification Type: [Qualification Type]
- NQF Level: [NQF Level]
- Duration: [Program Duration]

NQF Rating Summary:

- Rating: [NQF Rating]
- Accreditation Authority: [Accrediting Body]
- Date of Accreditation: [Date]

This rating reflects our commitment to maintaining high standards in education and training. The [Program Name] has undergone a rigorous evaluation process to ensure that it meets the specified benchmarks and competences outlined by the NQF.

Should you require any further information or clarification, please do not hesitate to contact us at [Contact Information].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization]

[Contact Information]

[Website URL]