

Letter of Practical Experience Validation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Subject: Validation of Practical Experience for Career Progression

Dear [Recipient Name],

I am writing to request the formal validation of my practical experience that I acquired during my time at [Company/Organization Name] from [Start Date] to [End Date]. This letter is intended to support my application for career progression within [Your Current Organization] as I pursue [specific goals or positions].

During my tenure, I had the opportunity to engage in various projects and responsibilities, including:

- [Responsibility/Project 1]
- [Responsibility/Project 2]
- [Responsibility/Project 3]

These experiences have equipped me with the skills and knowledge necessary to excel in my career, specifically in [specific areas]. I believe that formal recognition of this experience will greatly assist in my professional development.

Thank you for considering my request. I appreciate your support and look forward to your positive response.

Sincerely,

[Your Name]

[Your Job Title]