

Notification of Pass/Fail Request

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you about the outcome of your recent request for pass/fail status regarding [insert specific assessment or project name].

After careful evaluation, we have determined that you [have passed/have not passed] the assessment. [If applicable, include a brief explanation of the evaluation process and reasons for this decision.]

If you have any questions regarding this outcome or if you would like to discuss this matter further, please do not hesitate to contact us at [insert contact information].

Thank you for your understanding, and we wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]