

Apprenticeship Training Feedback

Date: [Insert Date]

To: [Apprentice's Name]

From: [Your Name]

Subject: Feedback on Your Apprenticeship Training

Dear [Apprentice's Name],

I hope this message finds you well. I want to take this opportunity to provide you with feedback on your performance during your apprenticeship training period.

Throughout the training, you have demonstrated [insert specific strengths, e.g., professionalism, commitment, willingness to learn]. Your ability to [insert specific examples, e.g., take initiative in projects, collaborate with teammates] has truly stood out.

There are a few areas where improvement could enhance your skills further. I encourage you to focus on [insert areas for improvement, e.g., time management, technical skills]. Gaining more experience in these areas will be beneficial for your career development.

Overall, I am impressed with your progress and look forward to seeing how you apply the knowledge and skills gained during your time with us moving forward.

Thank you for your hard work and dedication.

Best Regards,

[Your Name]

[Your Title]

[Your Company]