

Approval for Teaching Candidate Selection

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[School/Organization Name]

[School/Organization Address]

Dear [Recipient Name],

We are pleased to inform you that your selection as a candidate for the teaching position of [Subject/Grade Level] at [School Name] has been formally approved.

After careful consideration, we have identified your qualifications and experiences as a great fit for our educational goals. Your background in [Relevant Experience or Qualifications] stood out during the selection process.

We look forward to welcoming you on board and are excited about the contributions you will make to our team. Please confirm your acceptance of this position by [Response Deadline].

If you have any questions, please feel free to reach out.

Best regards,

[Your Name]

[Your Title]

[School/Organization Name]

[Contact Information]