

Enrollment Verification

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm that [Student's Name] is enrolled in the Writing Workshop for the [Session/Term Name], which runs from [Start Date] to [End Date].

The workshop is held on [Days of the Week] at [Time] in [Location].

If you have any questions or require further information, please feel free to contact us at [Contact Information].

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]