

Inquiry About Job Training Program Eligibility

Dear [Program Coordinator's Name],

I hope this message finds you well. My name is [Your Name], and I am interested in the job training program offered by [Organization/Company Name]. I am writing to inquire about the eligibility requirements for participation in this program.

Specifically, I would like to know:

- The prerequisites for application
- Any specific qualifications or experience required
- The application process and timeline

Thank you for your time and assistance. I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]