

# Author Tenure Approval

[Your Name]

[Your Title]

[Your Institution]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Institution]

Dear [Recipient Name],

I am pleased to inform you that your tenure application has been approved. After careful consideration of your contributions to our institution and your field, the committee has recognized your exemplary work and dedication.

Your achievements in research, teaching, and service have significantly enhanced our academic community. We believe that your continued presence will further contribute to our mission and goals.

Congratulations on this well-deserved recognition. We look forward to your continued success and contributions as a tenured faculty member.

Warm regards,

[Your Name]

[Your Title]

[Your Institution]