# Graduation Eligibility Assessment

Date: [Insert Date]

Recipient Name
Recipient Address
City, State, Zip Code

Dear [Recipient Name],

We are pleased to inform you that your graduation eligibility assessment has been completed. Based on our records, you have successfully met the following requirements:

- Completion of required credit hours
- Fulfillment of core course requirements
- Achieved a minimum GPA of [Insert GPA]
- Satisfaction of any other graduation criteria specific to your program

If you have any questions or require further information, please do not hesitate to contact our office.

Congratulations on your accomplishments!

Sincerely,

[Your Name]
[Your Title]
[Institution Name]
[Contact Information]