

Job Training Program Participant Requirements

Dear [Participant's Name],

We are pleased to inform you about your participation in our upcoming Job Training Program. To ensure a smooth and productive experience, please review the following requirements:

Participant Requirements:

- Must be at least [age] years old.
- Have a high school diploma or equivalent.
- Complete the online application form by [deadline].
- Submit a copy of your resume.
- Attend the orientation session on [date].
- Commit to the duration of the training program, [length of the program], including all scheduled hours.
- Participate in assessments or evaluations as required.

Thank you for your interest in our program. We look forward to your participation and wish you the best in your training journey!

Sincerely,
[Your Name]
[Your Title]
[Organization Name]
[Contact Information]