

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Mentorship Program Coordinator's Name]

[Program Name]

[Program Address]

[City, State, Zip Code]

Dear [Coordinator's Name],

I hope this message finds you well. I am writing to formally resign from my position in the [Program Name] mentorship program, effective [Last Day of Participation].

After careful consideration, I have decided that it is in my best interest to pursue other opportunities that align more closely with my current career goals. I am grateful for the insights and support I have received throughout my time in the program.

Thank you for the invaluable experience and guidance. I hope to stay connected and wish you and the program continued success.

Sincerely,

[Your Name]