

# Letter of Acknowledgment

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to acknowledge your outstanding achievements in the language class this semester. Your dedication, hard work, and enthusiasm have truly made a difference in your learning journey.

Your consistent participation, improvement in language skills, and contributions to class discussions have been remarkable. You have demonstrated a keen interest in the subject, and it is inspiring to see your growth.

We would like to commend you for [specific achievement or milestone, e.g., "your excellent performance on the final exam" or "your active role in group projects"]. Keep up the fantastic work, and continue to pursue your passion for learning languages.

Once again, congratulations on your achievements. We are proud to have you in our class.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]