

# Letter of Consent for Corporate Skill Enhancement Training

Date: [Insert Date]

To: [Name of the Employee]

Position: [Employee's Position]

Department: [Employee's Department]

Dear [Employee's Name],

We are pleased to inform you that you have been selected to participate in the upcoming Corporate Skill Enhancement Training program scheduled from [Start Date] to [End Date]. This training aims to strengthen your skills and enhance your professional development.

Please confirm your consent to attend this training by signing below.

## Consent

I, [Employee's Name], hereby consent to participate in the Corporate Skill Enhancement Training program as outlined above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for your commitment to personal and professional growth within our organization.

Sincerely,

[Your Name]

[Your Position]

[Company Name]