

Speech Therapy Advancement Notice

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to inform you that [Client's Name] has made significant progress in their speech therapy sessions. As a result, we are excited to announce their advancement to the next level of therapy starting on [Insert Start Date].

This advancement reflects [Client's Name]'s dedication and hard work, and we are confident that this new phase will further enhance their communication skills.

Please feel free to reach out if you have any questions or need further information.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]