

Training acceptance confirmation

Subject: Confirmation of Training Program Offer

Dear [Coordinator's Name],

Thank you for offering me a place in the [Training Program Name]. I am delighted to confirm my participation and look forward to starting on [Start Date].

Please let me know if there are any pre-course requirements or materials I need to review before attending. I am committed to making the most of this training opportunity.

Best regards,

[Your Name]

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