

9/1/2026

Dear Andie,

Please accept this letter as formal notice of my resignation from my position as Orientation Specialist & Career Navigator with Mid-Ohio Adult Education. My last day of employment will be Wednesday, September 9th.

I am grateful for the opportunities, experiences, and professional growth I have gained during my time with the organization. I appreciate the support and relationships I have developed during my employment.

I am committed to making the transition as smooth as possible and will do my best to assist with any necessary responsibilities before my departure.

Thank you for the opportunity to be a part of adult education. I wish you and the organization continued success in the future.

Sincerely,

A handwritten signature in pink ink, appearing to read "Nicole Young". The signature is stylized with loops and a large flourish at the end.

Nicole Young