

# Application for International Study Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request approval to participate in an international study program at [Name of Institution/Program] in [Location] during [insert dates]. This unique opportunity aligns perfectly with my academic and career goals, as it will allow me to gain invaluable experience in [specific field or subject].

The program will cover [briefly outline curriculum, key activities, or experiences], which I believe will greatly enhance my understanding and skills in [your area of study]. I am excited about the possibility of immersing myself in a diverse cultural environment while contributing positively to [mention any related community or project].

I have also prepared a budget plan and aimed to secure funding through [mention any scholarships, grants, or personal savings]. I assure you that I will comply with all institutional guidelines and requirements before and during the study abroad program.

Thank you for considering my application. I look forward to the possibility of this educational experience and await your positive response.

Sincerely,

[Your Name]