

Inquiry Letter for Thesis Publication Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title/Position]

[University/Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the approval process for the publication of my postgraduate thesis titled "[*Thesis Title*]", which I submitted on [Submission Date].

As you may know, the publication of my thesis is an important step in my academic career. I would like to understand if there are any outstanding requirements or documentation needed from my side to facilitate this process.

Could you please provide me with an update regarding the status of my publication approval? Additionally, I would appreciate any information on the next steps that I should be aware of.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your University/Department]