

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Department Name]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request your approval for the publication of my postgraduate thesis titled "[Thesis Title]." This thesis was completed as part of my [Master's/Doctoral] program in [Program Name] under your guidance.

The main objective of my research was to [briefly state the objective or purpose of your thesis]. I believe that the findings could contribute significantly to the field of [Field of Study] and may be beneficial for further research and academic discussions.

I have taken great care to ensure that all ethical guidelines and institutional requirements have been met, and I am now seeking your endorsement to proceed with the publication process.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Student ID]