

Application for Reallocation to Different Academic Discipline

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Recipient's Title]
[Department Name]
[Institution Name]
[Institution Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a reallocation to a different academic discipline within [Institution Name]. Currently, I am enrolled in [Current Discipline] but I have realized that my interests and career aspirations align more closely with [Desired Discipline].

Throughout my time in [Current Discipline], I have developed a strong foundation in [Relevant Skills/Knowledge] and I am eager to apply these skills in [Desired Discipline]. I believe that this transition will not only enhance my academic experience but also allow me to contribute positively to the [Desired Discipline] department.

I kindly request your assistance in facilitating this reallocation and I am happy to provide any further information or documentation if required. Thank you for considering my application. I look forward to your positive response.

Sincerely,
[Your Name]