

Petition for Access to Course Syllabus

Date: [Insert Date]

To: [Instructor's Name]

[Course Title]

[Department Name]

Dear [Instructor's Name],

I hope this message finds you well. I am writing to formally request access to the syllabus for [Course Title] for the upcoming semester. As an enrolled student, it is essential for me to understand the course expectations, required materials, and schedule to adequately prepare for the class.

Access to the syllabus will not only assist in my academic planning but also enable me to fully engage with the course content from the beginning. I believe having this information early on will provide me with the opportunity to perform at my best.

I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Student ID]

[Your Email Address]

[Your Contact Number]