

# Withdrawal from Public Policy Program

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally withdraw from the Public Policy Program at [Institution Name], effective immediately.

This decision was not made lightly, and it stems from [briefly state reason, if comfortable]. I have appreciated the opportunity to learn and grow during my time in the program, and I am grateful for the support I have received from faculty and peers.

I kindly ask you to confirm the processing of my withdrawal and inform me of any further steps I need to take.

Thank you for your understanding.

Sincerely,

[Your Name]