

# Withdrawal from Industrial Design Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Institution Name]

[Department Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally withdraw from the Industrial Design Program at [Institution Name], effective immediately. After careful consideration, I have decided to pursue other opportunities that align more closely with my career goals.

I want to express my gratitude for the education and support I have received during my time in the program. I appreciate the knowledge and skills I have gained.

Please let me know if there are any formalities I need to complete as part of my withdrawal process.

Thank you for your understanding.

Sincerely,

[Your Name]