

Proposal for Monthly Tuition Fee Installments

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to propose a plan for the payment of my tuition fees for the upcoming academic year. Given my current financial situation, I would like to request the option to pay my tuition in monthly installments.

I believe that spreading the tuition fee over several months will allow me to manage my finances better while ensuring that I continue my education without interruption. I propose the following payment schedule:

- Total Tuition Fee: [Total Amount]
- Number of Installments: [Number of Months]
- Monthly Payment Amount: [Calculated Amount]

I am committed to fulfilling this agreement and will ensure all payments are made promptly on or before the due date. I would greatly appreciate your understanding and consideration of my situation.

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

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]