

# Invitation to Participate as a Speaker

Dear [Alumni Name],

We hope this message finds you well. We are excited to announce our upcoming Public Speaking Night at [University Name] scheduled for [Date] at [Time]. This event aims to engage students with insightful talks from distinguished alumni like yourself.

We would be honored to have you return to share your experiences, insights, and success stories with our current students. Your journey would serve as an inspiration and motivation for them as they navigate their educational paths.

Details of the Event:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Venue/Online Platform]
- **Duration:** [Duration]

Please confirm your participation by [RSVP Date]. If you have any questions or need further information, feel free to reach out to us at [Contact Information].

Thank you for considering our invitation. We look forward to the opportunity to welcome you back to [University Name].

Warm regards,

[Your Name]  
[Your Position]  
[University Name]  
[Contact Information]