

Embassy of [Country]

[Date]

[Embassy Address]

Dear Sir/Madam,

Subject: Clarification Regarding Post-Study Work Permit Process

I hope this letter finds you well. My name is [Your Name], and I am a recent graduate from [University Name] with a degree in [Your Degree]. I am writing to seek clarification regarding the process of applying for a post-study work permit.

Having completed my studies, I am eager to gain relevant work experience in [Country] and am keen to understand the specific requirements and procedures I must follow to successfully apply for the post-study work permit.

Specifically, I would appreciate your guidance on the following:

- The necessary documents required for the application.
- The current processing time for the permit.
- Any eligibility criteria that must be met.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]