

Petition for Travel Support

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Organization/University Name]

[Address]

Dear [Recipient's Name],

I am writing to formally request travel support for my upcoming international internship experience. I have been accepted into the [Internship Program Name] which will take place in [Location] from [Start Date] to [End Date]. This opportunity is crucial for my professional development and will enhance my skills in [Your Field/Area of Study].

The total cost of travel, accommodation, and living expenses is estimated at [Total Amount]. Unfortunately, I am unable to meet these expenses on my own due to [Brief Explanation of Financial Situation]. Therefore, I am seeking funding assistance from [Organization/University Name].

Participating in this internship will not only enrich my educational journey but also contribute positively to [Field/Community/Industry]. I am committed to maximizing this experience and sharing my learnings with my peers upon my return.

Thank you for considering my request. I would be happy to provide any additional information or documentation required for this petition. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Student ID (if applicable)]