

Admission Request for Extracurricular Program Participation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally request admission for my child, [Child's Name], to participate in the [Name of Extracurricular Program] at [School's Name] for the [upcoming school year/semester].

[Child's Name] has shown a keen interest and aptitude in [specific skills or interests relevant to the program], and I believe that participation in this program will greatly enhance their educational experience and personal development.

I would greatly appreciate the opportunity for [Child's Name] to be considered for this program. If possible, I would be happy to meet or provide further information regarding their qualifications and enthusiasm.

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

Sincerely,

[Your Name]