

Proposal to Lead a Session in the Academic Tutoring Program

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally propose my involvement in the upcoming Academic Tutoring Program as a session leader. With my background in [Your Area of Expertise], I am confident that I can contribute valuable insights and support to our students.

Session Title: [Insert Title]

Proposed Date: [Insert Date]

Duration: [Insert Duration]

In this session, I aim to cover [Brief Outline of Topics to be Covered], which I believe are crucial for our students' academic success. I plan to employ interactive techniques and provide resources that will assist students in grasping these concepts effectively.

I am excited about the opportunity to collaborate with the Academic Tutoring Program and would appreciate the chance to discuss this proposal further. Thank you for considering my application.

Best regards,

[Your Name]

[Your Contact Information]