

Student Dormitory Application

Date: [Insert Date]

To,
The Dormitory Manager,
[University Name]
[University Address]

Subject: Application for Off-Campus Student Dormitory Accommodation

Dear [Dormitory Manager's Name],

I am writing to formally apply for accommodation in the student dormitory as an off-campus student. My name is [Your Name], and I am currently enrolled in [Your Course/Program] at [University Name], with student ID [Student ID].

Due to [briefly explain reason for seeking dormitory accommodation, e.g., commuting challenges, personal circumstances], I find it increasingly difficult to manage my studies effectively while living off-campus. Therefore, I humbly request consideration for a place in the student dormitory for the upcoming semester.

I assure you that I will comply with all the rules and regulations of the dormitory and maintain a respectful and conducive environment for all residents.

Thank you very much for considering my application. I am looking forward to your positive response.

Sincerely,
[Your Name]
[Contact Information]
[Your Address]