

# Request for Academic Major Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Department Name]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request confirmation of my academic major for the current academic year. My details are as follows:

- Name: [Your Full Name]
- Student ID: [Your Student ID]
- Current Major: [Your Current Major]

As I plan for my upcoming courses and academic goals, it is important for me to have clarity regarding my major. I would greatly appreciate your assistance in confirming my current academic standing and major status.

Thank you for your time and support. I look forward to your prompt response.

Sincerely,

[Your Name]