

# Collaboration Proposal

Date: [Insert Date]

[Your Name]

[Your Position]

[Your University]

[Your University Address]

Email: [Your Email]

Phone: [Your Phone Number]

To:

[Recipient's Name]

[Recipient's Position]

[Recipient's University]

[Recipient's University Address]

Dear [Recipient's Name],

I am writing to propose a collaboration between [Your University] and [Recipient's University]. As both institutions share a commitment to academic excellence and innovation, I believe that a partnership could yield significant benefits for our students, faculty, and the broader community.

Our proposed collaboration could focus on [mention specific areas like joint research projects, student exchange programs, shared resources, etc.]. We envision that by working together, we can enhance our educational offerings and strengthen our research capabilities.

We would like to schedule a meeting to discuss this proposal in further detail and explore potential avenues for collaboration. Please let us know your availability for a call or an in-person meeting.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your University]