

Application for Police Clearance

Date: [Insert Date]

To,
The Officer In Charge,
[Police Station Name],
[Police Station Address],
[City, State, Zip Code]

Subject: Application for Police Clearance Certificate for Academic Purposes

Respected Sir/Madam,

I, [Your Full Name], son/daughter of [Parent's Name], residing at [Your Address], would like to request a Police Clearance Certificate for academic purposes. I am currently [mention your current status such as 'applying for admission to XYZ University', 'pursuing studies in ABC program', etc.].

This certificate is required as part of my application process. I assure you that I have no criminal record.

Attached are copies of my identification and any required documents for your reference. I kindly request you to process my application at your earliest convenience.

Thank you for your consideration.

Sincerely,
[Your Signature (if sending a hard copy)]
[Your Full Name]
[Your Contact Number]
[Your Email Address]