

Request for Participation in Summer School Program

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[School/Organization Name]

[Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my interest in participating in the upcoming Summer School Program at [School/Organization Name]. I believe that this program will greatly benefit my academic growth and provide me with an opportunity to enhance my skills.

Having reviewed the curriculum and activities planned for this summer, I am particularly drawn to [mention specific course or activity]. I am committed to making the most of this opportunity and contributing positively to the program.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]