

Request for Personalized Campus Tour

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Admissions Office

[University Name]

[University Address]

[City, State, Zip Code]

Dear Admissions Office,

I hope this message finds you well. My name is [Your Name], and I am an international student from [Your Country]. I am very interested in applying to [University Name] and would love the opportunity to experience the campus firsthand.

I am writing to request a personalized campus tour on [preferred dates]. I wish to learn more about the academic programs, campus facilities, and student life that [University Name] offers.

If possible, I would appreciate a tour guide who can answer specific questions related to [mention any specific interests, e.g., international student support, specific programs, etc.].

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]