

# Letter of Intent

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 am writing to formally express my intent to transfer into the dual degree program in [program name] at [University Name]. Currently, I am pursuing a degree in [Your Current Major] and have developed a strong passion for [explain interest in the dual degree subject].

Through this dual degree program, I aim to enhance my knowledge and skills in [specific skills or areas relevant to the program], which I believe will significantly contribute to my academic and professional growth.

I am confident that my background in [mention relevant coursework or experiences] will complement the rigorous curriculum of the dual degree program. I am eager to contribute to [mention specific aspects of the program or university], and I am excited about the opportunities that lie ahead.

Thank you for considering my application. I look forward to the possibility of discussing my transfer into the dual degree program further.

Sincerely,

[Your Name]