

# Request for Language Proficiency Waiver

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Admissions Office Name]

[University/College Name]

[University Address]

[City, State, Zip Code]

Dear [Admissions Officer's Name],

I hope this message finds you well. I am writing to formally request a waiver for the language proficiency requirement as part of my application for admission to [Program Name] at [University/College Name] for the [Fall/Spring] [Year] semester.

Having completed my previous education in [Country or Name of Institution] where English was the medium of instruction, I believe my academic background demonstrates my proficiency in the English language.

In support of my request, I have attached the following documents:

- [Document 1]
- [Document 2]
- [Document 3]

I appreciate your time and consideration of my request. Should you need any further information, please feel free to contact me at the above email or phone number.

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

Sincerely,

[Your Name]