

Inquiry About Cross-Registration for Graduate Programs

To Whom It May Concern,

My name is [Your Name], and I am currently a graduate student in [Your Current Program] at [Your Institution]. I am writing to inquire about the possibility of cross-registering for courses in the [Target Program] at [Target Institution].

I am particularly interested in [specific courses or areas of study] that align with my academic goals and would greatly benefit my research in [Your Research Area]. I would like to know if there are any specific requirements or procedures I need to follow to facilitate this process.

Thank you for your assistance. I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Student ID, if applicable]