

Transportation Assistance Request

Date: [Insert Date]

To Whom It May Concern,

I hope this letter finds you well. My name is [Your Name], and I am a commuter student currently enrolled in [Your Program/University]. I am writing to request assistance with transportation to facilitate my academic endeavors.

As a commuter student, I face challenges with [explain your transportation issues, e.g., long commute, lack of public transport options, financial constraints]. This situation has impacted my ability to attend classes regularly and participate in extracurricular activities.

I would greatly appreciate any assistance or resources you may offer that could help me manage my transportation needs better. Whether it be information on shuttle services, carpooling opportunities, or financial aid for transportation expenses, any support would be invaluable.

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

Sincerely,

[Your Name]

[Your Contact Information]

[Your Student ID]