

Joining Request for Alumni Association

Date: [Insert Date]

To,
The Chairperson,
[Alumni Association Name],
[Address],
[City, State, ZIP Code]

Dear [Chairperson's Name],

I hope this letter finds you well. My name is [Your Name], and I am a graduate of [Your Degree] from [Your University] in the year [Year of Graduation]. I am writing to express my interest in becoming a member of the [Alumni Association Name].

Having greatly benefited from my time at [Your University], I am eager to reconnect with fellow alumni and contribute to the association's activities and initiatives. I believe that being a part of this esteemed group will not only enhance my professional network but also allow me to give back to my alma mater.

Please let me know the necessary steps required to complete my membership application. I am looking forward to your response and hope to be a part of the vibrant alumni community.

Thank you for your time and consideration.

Sincerely,
[Your Name]
[Your Contact Information]
[Your Email Address]