

# Application for Inter-University Exchange Program

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[University's Name]

[Office of International Programs]

[University's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in participating in the Inter-University Exchange Program offered by [University's Name]. As a [Your Year, e.g., sophomore] pursuing a degree in [Your Major] at [Your University], I believe this program will significantly enhance my academic experience and personal growth.

Through this exchange, I am eager to immerse myself in a new academic environment, learn from diverse perspectives, and develop cross-cultural communication skills. I am particularly interested in [specific courses, research opportunities, or cultural experiences] offered at [Host University].

I am committed to representing [Your University] positively during my stay and contributing to the campus community at [Host University]. Additionally, I uphold strong academic performance and have maintained a GPA of [Your GPA], which I believe reflects my dedication to my studies.

Thank you for considering my application. I look forward to the opportunity to further discuss my application and potential participation in the program.

Sincerely,

[Your Name]

[Your University]