

Letter of Demand for Campus Visit Booking

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[University/College Name]

[University/College Address]

[City, State, Zip]

Dear [Recipient's Name],

I am writing to formally request the scheduling of a campus visit at [University/College Name]. As a prospective student interested in the [Program Name], I believe that visiting the campus will provide invaluable insights into the culture and academic environment.

I would like to propose a visit on [insert date(s)] if possible, but I am open to other available dates as well. During my visit, I would appreciate the opportunity to meet with faculty members, tour the facilities, and speak with current students.

Please let me know at your earliest convenience if this can be accommodated. Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]