

Dear [Thought Leader's Name],

We are honored to invite you to participate as a distinguished panelist in our upcoming panel discussion titled "[Discussion Topic]" at [University Name]. The event is scheduled for [Date] at [Time] and will take place in [Location].

This panel aims to explore [briefly explain the purpose of the discussion and its relevance]. Your expertise in [relevant field/subject] would greatly contribute to an enriching discussion.

We anticipate an audience comprising students, faculty, and community members eager to learn from your insights and experiences. The format will include a mix of presentations and an interactive Q&A session.

Please let us know your availability for this event at your earliest convenience. We would be thrilled to have you join us and share your knowledge.

Thank you for considering our invitation. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Title/Position]

[University Name]

[Contact Information]