

# Request for Waiver of Language Proficiency Requirement

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Institution's Name]

[Institution's Address]

Dear [Recipient's Name],

I am writing to formally request a waiver for the language proficiency requirement for [specific program or position] at [Institution's Name]. I believe my background and experiences justify this request.

I am a [Your Current Position/Background] and have been residing in [Country] for [number of years]. During this time, I have consistently engaged in an English-speaking environment through [explain relevant experiences, e.g., education, work experience, community involvement]. These experiences have equipped me with strong communication skills.

Additionally, I have completed [mention any relevant certifications or courses] that further demonstrate my proficiency in English. I am confident that my abilities meet the expectations of the program without the need for additional tests.

I appreciate your consideration of my request and am happy to provide any further information or documentation necessary to support my case. Thank you for your time and understanding.

Sincerely,

[Your Name]

[Your Contact Information]