

# Suggestion for Forming a University Language Exchange Group

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Proposal for a University Language Exchange Group

Dear [Recipient's Name],

I hope this message finds you well. I am writing to suggest the formation of a language exchange group at our university. This initiative aims to enhance language skills and cultural exchange among students from diverse backgrounds.

The proposed group would facilitate regular meet-ups for participants to practice languages in a relaxed and informal setting. By pairing native speakers with learners, we can create an enriching environment that promotes both language acquisition and intercultural communication.

Additionally, we could organize themed events, such as workshops and cultural presentations, to further engage participants and foster a sense of community.

I believe that this language exchange group would greatly benefit our university community, and I would be excited to discuss this further with you. Thank you for considering this proposal.

Looking forward to your feedback.

Sincerely,

[Your Name]

[Your University]

[Your Contact Information]