

MBA Project Permission Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Today's Date]

[Recipient's Name]

[Recipient's Designation/Title]

[Company/Organization Name]

[Company/Organization Address]

[City, State, Zip Code]

Subject: Request for Permission to Conduct MBA Project

Dear [Recipient's Name],

I hope this letter finds you in good health and high spirits. I am writing to seek your permission and support for conducting my MBA project as part of my academic curriculum. I am currently pursuing my Master of Business Administration (MBA) degree at [Your University/College Name], and I have chosen [Project Topic] as the subject of my project.

The primary objective of my MBA project is to [briefly explain the purpose and goals of your project]. As a part of this project, I am keen on gaining valuable insights and practical experience by working with a reputable organization like yours. I believe that conducting my research within your esteemed company will provide me with a comprehensive understanding of the industry and real-world business operations.

I assure you that my project will adhere to the highest ethical standards, and any information obtained during the research process will be treated with utmost confidentiality. The findings and outcomes of the project will be shared with you and your team, which could potentially offer valuable

insights that might benefit your organization.

Moreover, I am willing to comply with any guidelines or protocols set forth by your organization regarding data collection, access to information, and any other requirements necessary for conducting the project smoothly.

I kindly request you to grant me permission to access your organization and relevant data for the duration of my MBA project, which is expected to begin on [proposed start date] and conclude on [proposed end date]. The estimated time required for data collection and analysis will be [approximate duration].

Please find attached a detailed proposal outlining the scope and methodology of my MBA project for your review and consideration. If there are any modifications or adjustments required, I am more than willing to discuss and accommodate them to align with your organization's preferences.

I would be deeply grateful for the opportunity to work with your organization on this project and will ensure that the research is conducted diligently and efficiently. Your valuable support and cooperation will undoubtedly contribute significantly to the success of my academic endeavor.

Thank you for taking the time to consider my request. I look forward to the possibility of conducting my MBA project with your esteemed organization. Should you have any questions or require further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Yours sincerely,

[Your Name]

[Your University/College Name]

MBA Candidate

[Signature if sending a printed letter]