

Official request for project approval

Dear [Professor/Head of Department],

I hope this message finds you well. I am [Your Name], a student enrolled in the MBA program at [University Name]. I am writing to seek permission to conduct my MBA project on the topic "â€œ[Project Title].â€•

The objective of this project is to [briefly state objective, e.g., analyze market trends in the FMCG sector]. I assure you that I will adhere to all ethical guidelines and university regulations during the research process.

I kindly request your approval to proceed and would be grateful for any guidance or suggestions you may have.

Thank you for your consideration.

Sincerely,

[Your Name]

[Roll Number/ID]

[Contact Information]

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