

Preliminary academic permission request

Subject: Provisional Permission to Undertake Higher Studies

Dear [Principal/Head of Department],

I am exploring enrollment in [Course/Program Name] and would like to seek your provisional permission to participate in this program. This is a preliminary request to ensure that my participation aligns with college policies.

I will provide full details of the program and schedule for your review. Your provisional approval will help me plan my academic commitments accordingly.

Sincerely,

[Your Name]

[Current Course/Department]

[Contact Information]

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