

# Letter

Education



**ASSIGN  
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Lecturer Letter for Admission 2121 Euclid Avenue Cleveland, OH 44115-2214. January 29, The Registrar, Office of Graduate Admissions, XXXX University.

Dear Sir/Madam,

RE: ADMISSION INQUIRY

I am an international student at Cleveland State University with a major in Master of Education, curriculum and instruction, elementary school. I will be graduating May 2015. Unfortunately, I do not have a teaching license or work experience. I am not a native citizen because I am an originally Saudi Arabian. I came to USA to further my studies following a scholarship I got after successfully completing my Bachelor of Geography course.

I am writing to inquire about acceptance for (XXXX major name) at (University or college's name). I am interested in information regarding (XXXX major name) in your institution. I would therefore like to request you to clarify for me if PhD acceptance for international students requires a completion of GRE, GMAT test, TOEFL or IELTS scores. If so, what are the required scores an applicant should attain before qualifying for admission?

I will greatly appreciate any information you could assist with regarding my queries. On the other hand, I pledge to work so hard if granted an opportunity to join this prestigious university. Thank you and I appreciate your assistance.

Sincerely,

(Signature)

(Name).

Sincerely,

XX XXX

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