

Letter to Ask about a Program at a University Abroad

[Your Name]

[Address]

[Letter's Date]

[Recipient's Name]

[Address]

[Subject: Subject of Letter] -optional

Dear [recipient's name],

I hope this finds you well. This letter has been written in order to inquire about the bachelor programs that your university offers. I am Emma Bell and I just graduated high school with psychology as my major. I would like to request information on the matter if your university offers bachelor's program in psychology.

I have always shown my interest in the psychological studies and that is the only reason I chose this subject as my major in high school and now I want to pursue my higher studies in the same subject. It would be really appreciated if you send over all the necessary details about the program and the future opportunities through mail.

I'm afraid I don't know about the policy of your institution about providing such kind of information.

Either ways I'm willing to pay any dues for this inquiry, if required. Following are my contact details. I look forward to a quick reply.

Thank you very much.

Yours Sincerely,

[Your Name]