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[Your Institution's Letterhead]
[Date]
[Recipient's Name]
[Recipient's Position]
[Recipient's Institution]
[Recipient's Address]
[City, State, Zip Code]
Subject: No Objection Certificate (NOC)
Dear [Recipient's Name],
This is to certify that [Student's Full Name], a student of
[Department/Program Name] at [Your Institution's Name], is permitted to
[purpose of the NOC--e.g., attend a conference, conduct research, etc.]
from [start date] to [end date].
We have no objection to [his/her/their] participation in this
[event/research] and are confident that [he/she/they] will represent our
institution positively.
Should you have any further questions, please feel free to contact us.
Sincerely,
[Your Name]
[Your Position]
[Your Institution's Name]
[Your Contact Information]
[Your Email Address]
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