

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Title]
[School/Organization Name]
[School/Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in applying for the dual language program at [School/Organization Name] for the upcoming academic year. As a parent of [Child's Name], who is currently in [Current Grade/Class], I believe that participation in this program will greatly benefit their educational and linguistic development.

[Paragraph 1: Discuss the importance of bilingualism and the advantages of the dual language program specific to your child's needs and interests.]

[Paragraph 2: Highlight your child's experiences with language learning and any relevant background that supports their application, including previous exposure to other languages or cultures.]

[Paragraph 3: Emphasize your commitment to the program and willingness to support the school community, whether through volunteering, participation in events, or other means.]

Thank you for considering our application to the dual language program. We are excited about the possibility of [Child's Name] being part of this enriching experience and look forward to contributing positively to your esteemed program.

Sincerely,
[Your Name]