

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

[Recipient's Name]
[Department Name]

University of Toronto

[University Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am a [Year, e.g., first-year] student at the University of Toronto, pursuing a degree in [Your Program]. I am writing to discuss my course selection for the upcoming academic term.

I am particularly interested in enrolling in the following courses:

1. [Course Name and Code] - [Brief reason for interest]
2. [Course Name and Code] - [Brief reason for interest]
3. [Course Name and Code] - [Brief reason for interest]

I believe these courses will enhance my understanding of [specific subject/field], and align with my academic and career goals.

Should you have any recommendations or changes regarding my course selection, I would greatly appreciate your guidance. Thank you for your time and assistance.

Sincerely,

[Your Name]
[Your Student ID]