TO WHOM IT MAY CONCERN

Request for Interview Permission

The Principal,

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(Name of Student),
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(Student Number) is registered as a student at the University of South Africa. The student is in her/his level 1 course, pursuing a qualification in the profession of teaching. As part of their course requirement, students are expected to complete an assignment by interviewing a teacher in any learning phase in your school.

You are kindly requested to allow the student to interview a teacher either in FP, IP or SP in your school. The interview should last no longer than 60 minutes. This will enable the student to complete an interview report to be submitted to the university.

Your co-operation in this regard will be highly appreciated.

Yours sincerely,

Dr M.A Setlhako
Senior Lecturer
Module (BPT1501) Coordinator