

(KOP SURAT FAKULTAS/DEPARTEMEN)

Yogyakarta, November 16th, 2018

Subject : Withdrawal Letter

To: I Made Andi Arsana, Ph.D.
Head Office of International Affairs
Universitas Gadjah Mada

Dear I Made Andi Arsana, Ph.D.,

With this letter, we would like to confirm to you that our student:

Name :
Student Number :
Department :

would like to withdraw from the selection process of the Student Exchange Programme at Meiji University. We regretfully inform you that her decision is due to financial matters (unable to self-finance the program).

Thank you for your kind understanding and apologize for this inconvenience.

Sincerely yours,

(name)
Dean/Vice Dean/Head of Department