

(Letter Head of the TVI/Company)

LETTER OF APPLICATION/INTENT

Date

The Provincial Director

Dear Sir/Madam:

We would like to express our intention to apply for program registration for the following qualification(s):

<u>Qualification</u>	<u>Training Duration</u> <u>(No. of Hours)</u>
1.	
2.	
3.	

Enclosed are the required documents.

We hope for your immediate action on this application.

Very truly yours,

Signature over Printed Name
(President/Head TVI/Company)

Attachments: (As indicated in the Program Registration Checklist)

1. Corporate Administrative Documents
2. Curricular Requirements
3. Faculty and Personnel
4. Program Guidelines
5. Support Services