**11-12-2023**

**Zakir Ahmed**

**Dean of Student Affairs COMSATS University**

**Defence Road, Lahore**

**Subject: Request for Participation in Campus Clean-Up Day**

**Dear Dean,**

I hope this letter finds you in good health and high spirits. As the Incharge Student Activities at COMSATS University, I am writing to bring to your attention an upcoming event that holds great significance for our institution's overall well-being—the Campus Clean-Up Day.

The purpose of this letter is to kindly request your participation and involvement in this noble initiative. The Class Representatives of various degree programs have extended an invitation to the administration, and we believe that your active involvement will further enhance the impact of this event.

The benefits of organizing a Campus Clean-Up Day are manifold. Firstly, it promotes a sense of community among our students, fostering teamwork and collaboration. It instills a sense of responsibility for the environment and encourages students to take pride in the cleanliness of their campus. Moreover, such events contribute to creating a positive and hygienic learning environment, which is crucial for the overall well-being and productivity of our academic community.

We firmly believe that the participation of the administration in this event will serve as a powerful motivator for our students. Seeing the faculty and staff actively contributing to the cleanliness of the campus will not only inspire them but also strengthen the bond between the students and the administration.

In light of the above, we kindly request you to not only consider participating in the Campus Clean-Up Day but also to encourage other departments within the university to do the same. This collaborative effort will undoubtedly send a strong message about our commitment to maintain a clean and healthy campus environment.

We would be grateful if you could disseminate this message among the faculty, staff, and students, urging them to join hands for this meaningful cause. Together, we can create a positive and lasting impact on the cleanliness of our beloved campus.

Thank you for your time and consideration. We look forward to your positive response and active participation in making the Campus Clean-Up Day a resounding success.

Sincerely,

**Aliyan Ahmed Cheema**

**Incharge Student Activities**

**COMSATS University**

**0321-12323144**

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