

To Whom It May Concern,

My name is **Jay** (National ID: 44), a student in the **IA Department**, majoring in **Computer Information Systems**. I am writing to request an academic recommendation to support my academic and future professional endeavors.

Purpose of the recommendation: **????**

I have not yet uploaded my CV, but my academic transcript can be viewed via **View Transcript**.

Thank you very much for your time and consideration. I sincerely appreciate your support regarding this request.

Sincerely,

**Jay**  
**IA Department**  
**[Date]**