

**EXAMPLE MILITARY ACADEMY PERMISSION LETTER**

**MUST HAVE MILITARY ACADEMY LETTER HEAD DAHLONEGA GA 706-30597**

March 12, 2019

MEMORANDUM FOR: Cadet Admissions, University of North Georgia (UNG), 82 College Circle, Dahlonega, Georgia, 30597.

FROM: **Insert Academy Rector Name, Rank, Title**

SUBJECT: Academic Exchange Letter of Permission for **"Insert Cadet First and Last Name"**

1. I authorize **"Insert Cadet First and Last Name"** to participate in an Academic Exchange Program in fall 2019 from 10 August - 14 December 2019 at the University of North Georgia.
2. Cadet **"Insert Cadet Last Name"** was selected by a Military Committee to attend the fall 2019 semester and meets all Admission Requirements to be accepted to UNG.
3. The point of contact for this memorandum is the undersigned at **Insert Phone Number and Email Address**.

**MUST HAVE SIGNATURE**

**Insert Full Name**

**Insert Title (Rector or President)**

**Insert Military Academy Name**

**PLEASE ADD MILITARY ACADEMY / INSTITUTION STAMP**

If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.), please contact the LTC (Ret) Tony Fritchle at [anthony.fritchle@ung.edu](mailto:anthony.fritchle@ung.edu) or 706-867-3166 OR SGM (Ret) Terry Baumann at [terry.baumann@ung.edu](mailto:terry.baumann@ung.edu) or 706-867-1748.