

10. จดหมายขอไปเยือนมหาวิทยาลัยในต่างประเทศเพื่อเจรจาความร่วมมือโดยทั่วไป

Dear [name],

[Country] has been an important strategic partner to [name of the faculty], Kasetsart University as evidenced by our close academic relations with universities and organizations in your country.

*(If applicable) In the new era of ASEAN Economic Community, we would like to strengthen further our collaboration with universities and organizations in [country]. Therefore, we would like to send our [number] delegates, (if applicable) led by [name, position] together with administrative staff, to pay a technical visit to [place] under the program entitled [name] on [date]. The objectives of this visit include:*

*(If applicable) Please note that we have already contacted your colleague, [name], regarding this visit in advance. Could you please let us know if the proposed date and time is convenient for you? Your contact on this issue is as follows:*

Your kind consideration is highly appreciated.

Yours sincerely,



Handwritten signature: rod  
Official stamp: INTERNATIONAL AFFAIRS DIVISION