Dear Parents and Guardians,

To improve our writing skills, I would like for each student to have a pen pal this school year. After reviewing how to format a friendly letter, students will be able to exchange correspondence with a high school student from Illinois and/or middle school students from New York. For this assignment, students will be sharing information about themselves and asking questions about their pen pals.

As students write their letters and receive responses, I am hoping they will consider how their educational experiences are alike and different from students in school in other regions. Additionally, from writing friendly letters, students will be working on formatting, revising, and self-expression.

To ensure students’ privacy, students will **not** include their home address. All letters will be labeled with Triangle Math and Science Academy’s address. Please complete the form below to provide permission (or lack thereof) for your student’s participation in this assignment.

Sincerely,

Mrs. Finch

\_\_\_\_\_ I give permission for my child to use his/her last name for this project and to participate in the pen pal assignment.

\_\_\_\_\_ I do not give permission for my child to use his/her last name for this project, but my child may participate by signing their first name only.

\_\_\_\_\_\_I do **not** give permission for my child to participate.

Additionally,   
 \_\_\_\_\_ I give permission for my child to use a personal photo for this project (please send in a picture by tomorrow, Tuesday, December 28, if you’d like your student to include a personal photograph).

Student name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_