

Dear Prof. Dr.....

I have a great pleasure to write to you. Firstly, I would like to introduce myself; my name is ....., working as an assistant lecturer in ..... Department, Faculty of ....., .....University, Egypt. Hopefully to join your team as a PhD student, I am asking for an invitation or acceptance letter from you as I am nowadays applying for the German Academic Exchange Service (DAAD). I'm a PhD student in field of..... I got the honor to read some of your publications about..... I am really interested in.....but to get the grant I need an invitation or acceptance letter from you. So I will be glad if I can join your team as a PhD student. I would appreciate and be thankful if you give me this valuable chance to study under your supervision. I apologize if I have caused any disturbance or wasted your time.

Thanks for your care and please let me know if you have any inquiries.

I hope to hear from you as soon as possible.

Please find the attached file of my CV.

Kind regards,

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