

## LETTER TO PARENTS/GUARDIANS

This template can be used to create a letter requesting parental permission for the student to participate.

[On School Letterhead]

Date

Dear [Parent/Guardian's Name]:

Parental/guardian permission is required for your child, \_\_\_\_\_, to participate in the CPA Martin Mentorship Program that [school name] is making available to selected students.

As you have had an opportunity to learn from our previous communications and the recent parent information session held at the school, the program is an exciting way for indigenous students to engage in a mentorship relationship with a successful, caring professional from our business community.

The Mentorship Program helps Indigenous students graduate from high school, value the completion of post-secondary education, learn about career options and benefit from making supportive connections with professional accountants and other business people in the community.

Our mentors are chartered professional accountants and other business people in our community. All our mentors have completed a police reference check and have been recommended by their employers. We feel that these caring mentors will be making an excellent contribution to the quality of education in our school. Since its beginnings in 2008, dozens of promising young students have benefited from this opportunity.

Please discuss the program with your child. If [he/she] would like to participate, you can grant your permission by signing below.

### **To support your child in benefitting from the CPA Martin Mentorship Program:**

1. Complete and return the permission slip for your son/daughter's participation.
2. Encourage your son or daughter to be an active participant.
3. Talk to your son or daughter about his/her experience with mentoring.

If you have any questions or require more information, please contact [teacher's name] at [phone number].

Thank you!

Sincerely,  
Principal's Signature