*The following page contains a sample template for submitting the consent of the principal of your school to join the AISELA*

*Instructions*

1. *Download and save this template file to your computer.*
2. *Edit the document on the next page as appropriate - replacing all areas typed in RED. (please also remove brackets).*
3. *Delete this instructions page, and save your edited document to your local computer/disk.*
4. *Print the edited letter (on official letterhead – if available, or – remove the wording \*\*\*[Print on official letterhead- if available] \*\*\*)*
5. *Present the objectives mentioned in the constitution of AISELA if requested by the principal. (Available on the official website of the AISELA)*
6. *Get the signature and the rubberstamp of the principal of your school*
7. *Attach the final version of the letter (A scanned copy of the signed letter from the principal of your school) into the AISELA full membership application for review.*

\*\*\*[*Print on* *official letterhead- if available] \*\*\**

*{Name of the school,}
{Address of the school.}*

*{Date.}*

Department of Academic Affairs,
English Literature Sri Lanka,
415/A Welipillawa,
Ganemulla.

To whom it may concern,

**Letter of Approval to Join AISELA.**

This letter is to inform you that I am aware of the objectives mentioned in the constitution of the All-Island Schools English Literary Association (AISELA), and I hereby grant permission to the English Literary Association of *{Name of the school}* to;

* Apply for the ‘full membership’ of AISELA,
* Pay the annually recurring membership fees,
* Represent the school in zonal/provincial/all-island English Language/English Literature/English Drama competitions,
* Participate in meetings/workshops/seminars conducted for the purpose of elevating the standards of English language/English Literature/English Drama.

Yours Faithfully,

*{Signature, and Rubberstamp}*
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
The principal.