



THE VIRGIN ISLANDS DEPARTMENT OF
EDUCATION
Office of the *Insular Superintendent*



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Date

Name, Insular Superintendent
Virgin Islands Department of Education
#2133 Hospital Street St. Croix, VI 00820

Dear Superintendent Name:

Inter Americana University in San German, Puerto Rico is hosting its Sixty Fifth annual Poly Track meet from March 8-11, 2018. This Caribbean track meet is the precursor to the Poly Relays. The POLY Relays showcases the best high school athletes in the Caribbean. It is a stage for Caribbean Athletes to perform for the many university scouts in attendance. The race also provides our students with many valuable lifelong cultural experiences with many of our neighboring Caribbean Athletes. Our athletes will gain invaluable opportunities and experiences from attending this event.

We kindly request your approval for the (School Name) Track and Field Team to attend and participate in this outstanding event.

Chaperone names:

Student names:

Your favorable consideration of this request would be greatly appreciated.

Respectfully submitted,

Name,
Principal

Recommended

Not Recommended

Name
Insular Superintendent

Name
Insular Superintendent