

# UNIVERSITY OF CALIFORNIA, TOKYO STUDY CENTER

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Dear Professor,

Thank you for teaching our University of California exchange students. We appreciate your participation in international education.

At the Tokyo Study Center, we have to procure credit for these students at their home campus in California. Therefore, we would request that our students be able to ask you for some information about your course.

This information will be sent back to California. It will assure that our exchange students receive appropriate credit for your course at the University of California.

Thank you for taking the time with our students.

Respectfully,



Kayo Takahashi  
Office Manager  
University of California  
Tokyo Study Center