## Email Statement Template

Below is a sample template your school’s principal or a district-level administrator can use to write an email to you, the team lead, stating permission for your school to participate in CTE Mission: CubeSat. Please upload the email statement as a .pdf, .doc, or .ppt to the *Principal or administrator approval* question on the mission proposal form.

Pro-tip: If you do not have access to the “Save as a .pdf” function, take a screenshot of the email statement, and paste and save the screenshot into a Word doc.

I support \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of School)’s mission proposal to CTE Mission: CubeSat.

I attest that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of School) is eligible for Carl D. Perkins funding.

Best,

Principal / Assistant Principal / Superintendent / Assistant Superintendent:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Title)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Date)