

Sample

Survey Cover letter for Potential Employers

Date

Address

Dear

The Department of Biological Sciences at California State University, Stanislaus is developing a proposal for a Master of Science or Professional Science Master's degree in Ecology and Sustainability. The purpose of this program is to provide students with the knowledge, understanding, and skills to gain employment or to enter doctoral programs in the fields that contribute solutions to the ever-growing environmental and sustainability issues in California's Central Valley and beyond. As part of California State University, Stanislaus' commitment to quality assurance, we would value your opinion on this proposed new degree program.

It would be greatly appreciated if you would take a few minutes to answer the questions in the attached survey. Your response is appreciated no later than (date).

Thank you.

Sincerely,

College Dean