

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

The Branch Manager
[Bank Name]
[Branch Address]

Subject: Application for Opening a College Student Savings Account

Dear Sir/Madam,

I am writing to formally request the opening of a college student savings account at your branch. I am currently enrolled as a student at [Name of College/University] pursuing a degree in [Your Major/Course].

I have chosen your bank due to its reputation and the specific services offered to students. Please find the following documents attached for your verification:

- Copy of University Identity Card
- Proof of Enrollment / Admission Letter
- Valid Government-issued ID
- Proof of Address
- Recent Passport-sized Photographs

I would appreciate it if you could guide me through the remaining formalities to activate my account and provide information regarding the student debit card and online banking facilities.

Thank you for your assistance. I look forward to your positive response.

Yours sincerely,

[Your Signature]

[Your Printed Name]