



TEHRAN UNIVERSITY OF MEDICAL SCIENCES
International College

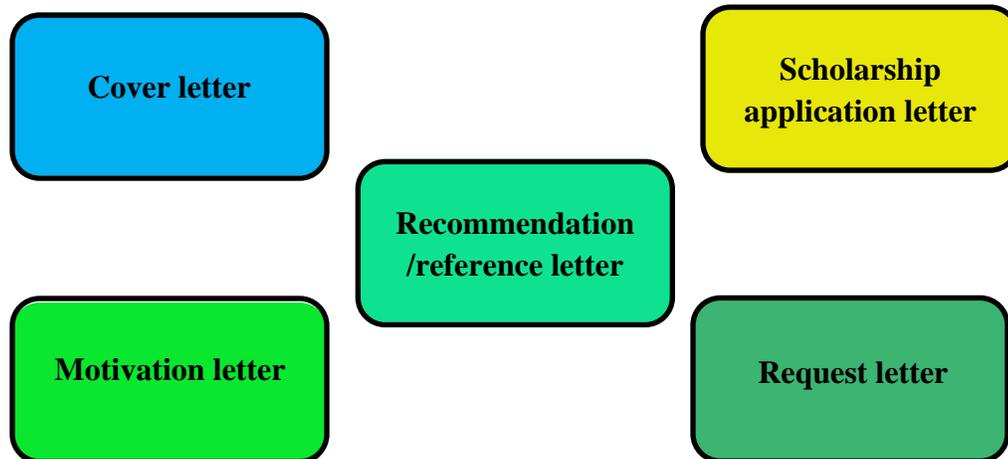
Workshop Title: Academic Correspondence

Course objectives:

- ❖ Learning the basic principles of English academic correspondence
- ❖ Learning how to develop the content of academic letters
- ❖ Learning how to structure different sections of academic letters
- ❖ Learning the common key words and useful phrases required for academic correspondence

In this workshop, the instruction involves **the presentation of academic correspondence principles** and **the task-based hands-on experience** of practicing how to write different academic letters.

In this workshop, you are going to learn how to write different types of academic letters including:



And get familiarized with the salient features of written academic communications with international medical researchers, academicians, authors, reviewers, and editors.