Dear Dr. NAME,

I am a RANK at the NAME OF ISRAELI COLLEGE/UNIVERSITY in Israel. I am writing because I am interested in teaching a course at UNIVERITY, DEPARTMENT in academic year XX-XX.

My research interests are DESCRIBE IN BRIEF.

I am applying for a grant that would provide me with funding to teach a course about Israel at an international university abroad. As a requirement of the grant, I must teach a for-credit, undergraduate course. It may be an intensive course but must run for at least thirty teaching hours, over at least ten days of instruction. I can offer courses on X, Y, or Z [and teach them in RELEVANT NON-ENGLISH LANGUAGE]. UNIVERSITY NAME would need to sponsor my visa, if necessary.

I wonder if you would consider hosting me as an instructor for such a course. I have attached my CV and look forward to hearing from you.

Best regards,

NAME

RANK

AFFILATION