



WITS WRITING CENTRE

University of the Witwatersrand
Wartenweiler Library, ground floor
East Campus,
☎ (011) 717 4125/4136
23/03/2020

Cover letter for online consultation process

Your name and date of submission of draft:....

If appropriate, degree for which you are registered:...

Working title of assignment or writing task...

Please write a short cover letter to explain:

1. what your draft is about, and
2. your writing concerns.

Write your brief informal cover letter here

Dear WWC consultant,

I am writing about.....

My concerns are.....

I understand that the WWC is not an editing service and has no influence on essay marks. It is a peer review service, designed to aid revision, and life-long habits of writing. (By continuing with this cover letter, I am recording my understanding of this.)

Email your cover letter and draft to Pamela.Nichols@wits.ac.za and the consultant directly if you already have their email address. Allow at least three days for us to get back to you.

Signed:

Date: