学术邮件修改范例

XX university:

In recent years, our research institute and your university have made certain achievements in supporting each other in some scientific research projects and established a good basis for cooperation. In order to consolidate the achievements, we suggested the two sides can further in the future in academic thoughts, scientific research, personnel training, equipment, etc, to establish the comprehensive communication collaboration, ~~provide opinions are as follows:~~

1. Regular academic discussions and academic exchanges

2. According to the personnel allocation of the institute and the university, the university will provide assistance to the training of graduate students and researchers under possible conditions.

3. Cooperate with each other on topics of mutual interest according to their respective research development directions and characteristics.

4. Both parties shall provide each other with high-precision and high-end equipment ~~required~~ for scientific research and teaching, ~~and provide the other party with utilization under possible conditions.~~

5. Strengthen the exchange of books, materials and information.

If you agree with us, we suggest that you send each other's scientific research supervisors for further consultation and reach an agreement to facilitate your work.