

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Title]  
[Company/Organization Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the entry test for [Position/Program Name] at [Company/Organization Name] as advertised [where you found the listing]. I am excited about the opportunity to demonstrate my skills and potential contributions to your team.

As a [Your Education/Background], I have developed strong [relevant skills or experiences] that make me a suitable candidate for this position. During my time at [Previous School/Job/Experience], I [describe relevant experience or achievement that relates to the entry test]. I believe this experience has prepared me well to excel in the challenges that the entry test presents.

I am particularly drawn to [Company/Organization Name] because of [specific reason related to the organization or its values/mission]. I am eager to showcase my abilities in [specific skills related to the entry test], and I am confident that my [personal traits, e.g., dedication, enthusiasm, etc.] will enable me to thrive in this environment.

Thank you for considering my application. I look forward to the opportunity to participate in the entry test and demonstrate my capabilities.

Sincerely,  
[Your Name]