

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

Admissions Office
Fox Valley Technical College
1825 N. Bluemound Drive
Appleton, WI 54912

Dear Admissions Office,

I am writing to express my interest in enrolling at Fox Valley Technical College for the upcoming semester. I am eager to pursue [specific program/major] and believe that FVTC's outstanding offerings align perfectly with my academic and career goals.

I have completed [mention any relevant education or experience], and I am particularly drawn to the hands-on learning approach and the experienced faculty at FVTC. I am excited about the opportunity to enhance my skills and knowledge in a supportive environment.

Please let me know the next steps I need to take for my application and any important deadlines. I am looking forward to the possibility of joining the FVTC community.

Thank you for your consideration.

Sincerely,
[Your Name]