

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

Office of Graduate Admissions
Fort Valley State University
1005 State University Drive
Fort Valley, GA 31030

Dear Members of the Graduate Admissions Committee,
I am writing to express my interest in applying for the [specific program name] at Fort Valley State University for the [specific semester/year]. After thorough research and consideration, I am impressed by the program's commitment to [specific aspect of the program or university], and I am eager to contribute to this esteemed institution. I hold a [your degree] in [your major] from [your undergraduate university], where I [briefly describe relevant experiences, achievements, or skills]. My academic background, combined with my passion for [your field of interest], has equipped me with the foundational knowledge and skills necessary for success in graduate studies.

I am particularly drawn to Fort Valley State University because of [specific reasons related to the program, faculty, research opportunities, etc.]. I believe that pursuing my graduate degree at FVSU will allow me to [describe your goals and how the program aligns with them].

Enclosed with this letter are my application form, transcripts, letters of recommendation, and my resume for your consideration. I am looking forward to the opportunity to further discuss my candidacy.

Thank you for considering my application. I am excited about the possibility of contributing to and growing within the Fort Valley State University community.

Sincerely,
[Your Name]