

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

Admissions Office  
Flathead Valley Community College  
777 Grandview Dr  
Kalispell, MT 59901

Dear Admissions Committee,

I am writing to express my interest in applying for admission to Flathead Valley Community College for the [desired program/major] for the [upcoming semester/year].

I am particularly drawn to FVCC because of [specific reasons related to the college/program]. My academic background includes [briefly summarize your educational background]. Additionally, I have gained experience in [relevant work or volunteer experience], which has further solidified my interest in [mention your field of study or career goals].

I believe that FVCC's commitment to [mention any specific values, programs, or faculty] aligns with my educational goals. I am eager to contribute to and engage with the campus community.

Thank you for considering my application. I look forward to the opportunity to further discuss my aspirations and how I can contribute to FVCC.

Sincerely,  
[Your Name]