

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

Admissions Office  
GJS School

[School's Address]  
[City, State, ZIP Code]

Dear Admissions Committee,

I am writing to express my interest in applying for admission to GJS School for the [specify academic year or grade level]. I believe that GJS School's commitment to [mention specific values, programs, or opportunities that attract you to the school] aligns perfectly with my educational goals and aspirations.

[Paragraph describing your background, relevant achievements, and what makes you a strong candidate for admission.]

I am particularly drawn to [mention specific programs, extracurricular activities, or features of the school that resonate with you and why they are important for your personal development].

Thank you for considering my application. I look forward to the opportunity to contribute to the GJS School community and become part of its esteemed tradition.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]