

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

Admissions Office
JK School

[School Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to express my interest in applying for admission to JK School for the upcoming academic year. I believe that the school's ethos, educational philosophy, and commitment to excellence align perfectly with my aspirations for my child's education.

[Paragraph about your child's strengths, interests, and achievements.]

We are particularly drawn to JK School because [specific reasons related to the school's programs, values, extracurricular activities, etc.].

Thank you for considering our application. We look forward to the opportunity to be a part of the JK School community.

Sincerely,

[Your Name]

[Your Relationship to the Child]