

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

Admissions Office
Kennesaw State University
1000 Chastain Road NW
Kennesaw, GA 30144

Dear Admissions Committee,

[Opening paragraph: Introduce yourself and state your purpose for writing the letter. Mention your intention to apply to KSU and briefly explain why you are interested in the university.]

[Second paragraph: Provide details about your academic background, extracurricular activities, and any relevant achievements. Emphasize how these experiences have prepared you for your studies at KSU.]

[Third paragraph: Share your specific goals and how KSU fits into those goals. Highlight any specific programs or faculty you are interested in.]

[Closing paragraph: Thank the admissions committee for considering your application, and express your enthusiasm about the possibility of joining KSU.]

Sincerely,
[Your Name]