

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

[Recipient Name]
[Recipient Title]

Khan Academy

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

Dear [Recipient Name],

I am writing to express my interest in the [specific position or opportunity] at Khan Academy. With my background in [your field or area of expertise], I am excited about the possibility of contributing to an organization that is dedicated to providing accessible education to learners worldwide.

My experience includes [briefly outline relevant experiences, skills, or accomplishments]. I am particularly drawn to Khan Academy's mission of empowering learners to study at their own pace and ensuring quality education for all.

I am eager to bring my skills in [specific skills related to the position] to your team and help further the impact of Khan Academy's programs. I believe that [mention a specific reason why you want to work with Khan Academy or how you align with their values].

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the mission of Khan Academy.

Sincerely,
[Your Name]