

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Recipient's Name]
[Title]
[Institution/Organization Name]
[Address]
[City, State, Zip]

Dear [Recipient's Name],

I am writing to express my interest in the Licensed Practical Nurse (LPN) program at [Institution/Organization Name]. I am eager to further my education in nursing and believe that your program aligns perfectly with my career goals.

I have completed [relevant education or training] and gained experience in [relevant experience or volunteer work]. My passion for nursing, combined with my strong work ethic and compassion for patients, motivates me to succeed in this field.

I am excited about the opportunity to join your esteemed program and contribute to the academic community. Thank you for considering my application.

Sincerely,
[Your Name]