

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department/Program Name]
[University Name]
[University Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the doctoral program in [Specific Program/Field] at [University Name]. With a background in [Your Academic Background] and a passion for [Your Research Interests], I am eager to further my studies and contribute to the field through research and collaboration.

I completed my [Bachelor's/Master's] in [Your Degree] at [Your University], where I developed a strong foundation in [Relevant Subjects or Skills]. My thesis, titled "[Thesis Title]," focused on [Brief Description of Thesis], and provided me with valuable insights into [Related Area]. This experience solidified my desire to pursue a doctoral degree in [Field/Program].

During my time at [Your University/Workplace], I was fortunate to work on [Relevant Project/Research Experience], which enhanced my skills in [Relevant Skills/Techniques]. I presented my findings at [Conferences/Workshops], where I received positive feedback and encouragement to pursue further research.

I am particularly drawn to [University Name] because of [Specific Reasons such as Faculty, Research Opportunities, University Values]. I am excited about the potential to work with [Specific Faculty Members] whose work in [Faculty Member's Research Area] resonates with my interests.

In the future, I aspire to [Your Career Goals/Research Aspirations], and I believe that the doctoral program at [University Name] will equip me with the knowledge and skills necessary to achieve these goals. I am committed to contributing to the academic community and advancing research in [Your Field].

Thank you for considering my application. I am looking forward to the opportunity to discuss my application further.

Sincerely,
[Your Name]