

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

Dear [Recipient's Name],

I am writing to express my interest in applying for the National Defense Academy (NDA) program. I am eager to pursue a career in the defense services and believe that the NDA is the ideal platform to achieve my aspirations.

Having completed my [your educational background], I have developed a strong foundation in [relevant skills/subjects]. My experiences in [any relevant experiences such as sports, leadership roles, etc.] have instilled in me the values of discipline, teamwork, and perseverance. I am committed to serving my country and believe that my dedication and skills align well with the NDA's mission.

I am particularly drawn to the comprehensive training and the emphasis on leadership development at the NDA. I am excited about the opportunity to grow personally and professionally in such a prestigious institution.

Thank you for considering my application. I look forward to the opportunity to contribute to the NDA and serve our nation.

Sincerely,  
[Your Name]