

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Organization/Institution Name]
[Organization Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in applying for the National Defense Academy (NDA) program. I am passionate about serving my country and believe that joining the NDA will provide me with the necessary training and skills to excel in a military career.

I have completed my [Your Educational Qualification] from [Your Institution Name], where I maintained a strong academic record while also participating in various extracurricular activities that have honed my leadership and teamwork abilities.

I am particularly drawn to the values and principles upheld by the NDA, and I am eager to contribute to the legacy of excellence and dedication it represents. I am confident that my determination and commitment make me a suitable candidate for this prestigious program.

Enclosed with this letter, you will find my application form, academic transcripts, and any other required documents. I would be grateful for the opportunity to discuss my application further and look forward to your favorable response.

Thank you for considering my application.

Sincerely,
[Your Name]