

\*\*[Your Name]\*\*

\*\*[Your Address]\*\*

\*\*[City, State, Zip Code]\*\*

\*\*[Email Address]\*\*

\*\*[Phone Number]\*\*

\*\*[Date]\*\*

\*\*Admissions Office\*\*

Northern Virginia Community College

[Campus Address]

[City, State, Zip Code]

Dear Admissions Committee,

Subject: Letter of Intent for Admission to Northern Virginia Community College

I am writing to express my intent to apply for admission to Northern Virginia Community College for the [specific program/degree] program starting in [semester/year]. I have always been passionate about [related field or subject], and I believe that NVCC is the perfect place for me to pursue my academic and career goals.

I am particularly drawn to NVCC because of [specific reasons related to the college or program, such as faculty expertise, community involvement, or resources]. My previous experience in [mention any relevant experience, education, or skills] has prepared me for the challenges of this program, and I am eager to contribute to the NVCC community.

I am committed to achieving academic excellence and engaging in extracurricular activities that will enhance my educational experience. I have attached additional documents that support my application, including [list any enclosed documents such as transcripts, letters of recommendation, or portfolios].

Thank you for considering my application. I look forward to the opportunity to be a part of Northern Virginia Community College.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]