

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Program Director's Title]
[University/College Name]
[Department/Program Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my intent to apply for the Occupational Therapy Program at [University/College Name]. My passion for helping individuals achieve their highest level of independence and quality of life has driven me to pursue a career in occupational therapy.

Throughout my academic journey, I have gained relevant experience and skills that have solidified my commitment to this field. [Briefly mention your educational background, relevant courses, and experiences related to occupational therapy.]

In addition to my academic qualifications, I have volunteered/interned at [Specific Organization/Facility], where I [describe tasks and responsibilities that relate to OT]. This experience taught me the importance of empathy, communication, and collaboration in assisting clients with their recovery and rehabilitation.

I am particularly drawn to [University/College Name] because of [mention specific aspects of the program that resonate with you, such as faculty expertise, clinical opportunities, or unique program features]. I am eager to learn from esteemed faculty and fellow students who share my passion for enhancing the lives of others through occupational therapy. I am confident that my dedication, background, and enthusiasm for the field make me a strong candidate for your program. I look forward to the possibility of contributing to and growing within the [University/College Name] community.

Thank you for considering my application. I am excited about the opportunity to further discuss my suitability for the Occupational Therapy Program.

Sincerely,
[Your Name]