

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Admissions Committee]  
[UCLA Department/Program Name]  
[University of California, Los Angeles]  
[Address]  
[City, State, Zip Code]

Dear Members of the Admissions Committee,

I am writing to express my intent to apply to the [specific program or department] at UCLA for the [desired term/year]. I have a strong interest in [briefly mention your area of focus] and believe that UCLA's [mention a specific aspect of UCLA that attracts you, e.g., faculty, research opportunities, resources] aligns perfectly with my academic and career aspirations.

I graduated from [Your Undergraduate Institution] with a degree in [Your Degree] and have gained valuable experience through [briefly mention relevant experiences, internships, or research]. This experience has equipped me with [mention specific skills or knowledge pertinent to the program], which I hope to further develop at UCLA.

I am particularly drawn to [mention any specific faculty members, research projects, or initiatives at UCLA that interest you], as I believe they closely relate to my interests and future goals. I look forward to the opportunity to contribute to and learn from the vibrant academic community at UCLA.

Thank you for considering my application. I am excited about the possibility of joining UCLA and contributing to [mention any specific goals or contributions you hope to make].

Sincerely,  
[Your Name]