

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Admissions Committee

[Department Name]
University of California, Los Angeles
[Department Address]
Los Angeles, CA [Zip Code]

Dear Admissions Committee,

I am writing to express my interest in applying for the [specific program name] at UCLA for the [academic year term, e.g., Fall 2024] semester.

With my background in [your field of study], coupled with my passion for [specific interest related to the program], I am excited about the opportunity to contribute to and grow within your esteemed program.

I completed my undergraduate degree in [your major] at [your undergraduate institution] where I [mention any relevant experience, accomplishments, or research]. My experience working on [specific project or experience] has equipped me with [mention any relevant skills or insights gained].

In addition to my academic qualifications, I have also [mention any relevant internships, work experience, or extracurricular activities]. These experiences have strengthened my commitment to pursuing a career in [your desired career path], and I am particularly drawn to UCLA because of [mention specific faculty, research opportunities, or aspects of the program that appeal to you].

I believe that my unique perspective and background will allow me to contribute significantly to the [specific program name] at UCLA. I am eager to learn from the esteemed faculty and collaborate with fellow students who share my passion for [subject].

Thank you for considering my application. I look forward to the possibility of discussing my application further and am eager to become a part of the UCLA community.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]