

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Admissions Committee]
[University Name]
[Department Name]
[University Address]
[City, State, ZIP Code]

Dear Members of the Admissions Committee,

I am writing to express my interest in the Doctoral Program in [specific field] at [University Name], starting in [desired semester/year]. With a background in [your background, e.g., "psychology" or "engineering"], and extensive research experience, I am eager to contribute to the ongoing research projects at your esteemed institution.

I completed my [previous degree, e.g., "Master's in Psychology"] at [Previous University], where I focused on [specific area of interest]. My thesis, titled "[Thesis Title]," examined [briefly describe the thesis], which developed my research competencies and solidified my interest in [specific research area].

During my time at [Previous University or Job], I had the opportunity to [describe relevant experiences, internships, or research projects], which involved [list specific skills or techniques]. This experience has equipped me with a robust foundation in [mention key skills relevant to the doctoral program].

I am particularly drawn to [specific faculty or research group at the university] due to [reason for choice, e.g., "their innovative work on XYZ"]. I believe my skills and research interests align well with their work, and I am excited about the possibility of contributing to the research endeavors at [University Name].

I have attached my resume, letters of recommendation, and transcripts for your review. Thank you for considering my application. I am looking forward to the opportunity to discuss my candidacy further.

Sincerely,
[Your Name]