

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

Office of Undergraduate Admission
University of Virginia
P.O. Box 400160
Charlottesville, VA 22904

Dear Admissions Committee,

[Opening Paragraph: Introduce yourself and state the purpose of the letter. Mention your intention to apply to the University of Virginia, your intended major, and any specific reasons for your interest in the school.]

[Body Paragraph 1: Highlight your academic achievements, extracurricular activities, and any relevant experiences that showcase your qualifications for admission. Discuss specific skills or characteristics that make you a strong candidate.]

[Body Paragraph 2: Share your personal story or experiences that have shaped your aspirations. Connect these experiences back to the values or culture of the University of Virginia. Include any unique perspectives or contributions you would bring to the campus community.]

[Closing Paragraph: Reiterate your enthusiasm for the opportunity to attend the University of Virginia. Thank the committee for considering your application and express your hope to contribute to the university's legacy.]

Sincerely,
[Your Name]