

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department/Office Name]
University of Toronto
[Office Address]
[City, Province, Zip Code]

Dear [Recipient Name],

I am writing to express my intent to apply for [specific program or course name] at the University of Toronto. I have a keen interest in [briefly explain your interest in the program or course], and I am excited about the opportunity to contribute to and learn from the esteemed faculty and diverse community at U of T.

My academic background in [your field of study] has provided me with a strong foundation in [specific skills or knowledge relevant to the program]. Additionally, my experiences in [briefly mention any relevant experiences, such as internships, research, or volunteer work] have further fueled my passion for [related field or topic].

I am particularly drawn to [mention any specific aspects of the program or faculty that attract you], and I believe that my [skills, experiences, or attributes] align well with the values and objectives of the program. I am eager to engage with peers and faculty members who are equally passionate about [related topics or fields].

I appreciate your consideration of my application, and I look forward to the possibility of contributing to and growing within the University of Toronto's vibrant academic community.

Thank you for your time and consideration.

Sincerely,
[Your Name]