

**\*\*[Your Name]\*\***

[Your Address]

[City, Province, Postal Code]

[Email Address]

[Phone Number]

[Date]

**\*\*Admissions Office\*\***

University of Toronto

[Address of University]

[City, Province, Postal Code]

Dear Admissions Committee,

**\*\*Introduction\*\***

- Start with a brief introduction of yourself.
- State the program you are applying for.
- Mention your enthusiasm about applying to UofT.

**\*\*Academic Background\*\***

- Describe your educational history.
- Highlight relevant coursework and achievements.
- Mention any honors or awards received.

**\*\*Extracurricular Activities\*\***

- Discuss involvement in clubs, sports, or volunteer work.
- Explain how these experiences shaped your skills or interests.

**\*\*Professional Experience\*\***

- Include any relevant work or internship experience.
- Relate your experiences to the program you are applying for.

**\*\*Why UofT?\*\***

- Explain your reasons for choosing the University of Toronto.
- Mention specific faculty, resources, or opportunities that attract you.

**\*\*Conclusion\*\***

- Summarize your passion and readiness for the program.
- Express your hope for admission and your eagerness to contribute.

Thank you for considering my application.

Sincerely,

[Your Name]