

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

[Admission Office]
[University Name]
[University Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to express my intent to apply for early decision admission to [University Name]. After thorough research and consideration, I am convinced that [University Name] is the ideal place for me to pursue my academic and personal goals.

[In this paragraph, briefly explain why you are interested in this university. Mention specific programs, faculty, or extracurricular activities that attract you.]

I am particularly drawn to [specific program or major] because [reason]. Additionally, the opportunity to engage with [mention any specific clubs, research opportunities, etc.] aligns perfectly with my interests in [your interests].

After careful thought, I have decided that [University Name] is my top choice, and I am fully committed to attending if accepted. I believe that my academic background and passion for [mention relevant experiences or achievements] make me a strong candidate for your program.

Thank you for considering my application. I look forward to the possibility of joining the [University Name] community.

Sincerely,

[Your Name]
[Your High School Name]
[High School Address]
[City, State, Zip Code]