

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Your Email]  
[Your Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[Department/Office Name]  
Washington University in St. Louis  
[University Address]  
[City, State, ZIP Code]  
Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent application for [specific program or position] at Washington University in St. Louis, submitted on [submission date]. I am very enthusiastic about the opportunity to join [specific department or program], and I wanted to express my continued interest.

I have been reflecting on the insights shared during my application process and I am excited about the possibility of contributing to [mention any specific projects, research, or goals relevant to WUSTL]. Please let me know if there are any updates regarding the status of my application or if you need any further information from my side. Thank you for your time and consideration.

Warm regards,

[Your Name]  
[Your LinkedIn Profile or Website, if applicable]