

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department/Office Name]
Washington University in St. Louis
[Office Address]
[City, State, Zip Code]

Dear [Recipient Name or Admissions Committee],
I am writing to express my intent to apply for [specific program or position] at Washington University in St. Louis for the [upcoming academic term/year]. I have a strong interest in [briefly explain your interest in the program/position] and believe that WUSTL's commitment to [mention any values, strengths, or unique aspects of the university] aligns perfectly with my academic and professional goals. My background in [your relevant field or area of study] has equipped me with [mention any relevant skills, experiences, or achievements] that I can bring to your esteemed program. Specifically, [provide a brief example of a significant project, research, or experience that showcases your strengths].

As I look to contribute meaningfully to the [specific community, research, or initiatives at WUSTL], I am particularly drawn to [mention specific faculty, research opportunities, or community initiatives that excite you]. I believe that my [highlight relevant attributes or experiences] will allow me to thrive in this environment.

Thank you for considering my letter of intent. I am looking forward to the opportunity to further discuss my qualifications and how I can contribute to the Washington University community.

Sincerely,
[Your Name]