

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

[Recipient's Name]  
[Recipient's Position]  
[Institution/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my interest in [specific program or opportunity] as an international student at [Institution/Organization Name].

Having completed my [previous education or degree] in [field of study] at [previous institution], I am eager to further my studies in [specific area of interest]. I believe that [Institution/Organization Name] provides an excellent environment for growth and learning due to its [mention any notable features or programs].

As an international student from [your country], I bring a unique perspective and diverse experiences that I hope will contribute positively to the campus community. I am particularly drawn to [mention any specific aspects of the program], and I am excited about the opportunity to collaborate with fellow students from varied backgrounds. I would appreciate any information regarding [specific questions or requests], as well as any guidance on the application process for international students.

Thank you for considering my inquiry. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]