

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

Admissions Office  
Ohio State University  
[University Address]  
[City, State, ZIP Code]

Dear Admissions Committee,

I am writing to express my intent to apply for admission to Ohio State University for the [specify term, e.g., Fall 2024] semester. I am particularly drawn to your [specific program or major] due to [brief reason related to your interests, career goals, or the program's offerings].

Throughout my high school career, I have [briefly summarize relevant experiences, academic achievements, extracurricular involvement, and any community service]. These experiences have prepared me for the rigors of college life and have solidified my desire to pursue [specific field or area of study].

I am particularly impressed by [mention any specific faculty members, research opportunities, or initiatives at Ohio State that interest you]. The vibrant campus culture and commitment to diversity and inclusion further resonate with my personal values.

Thank you for considering my application. I am excited about the opportunity to contribute to and grow within the Ohio State University community.

Sincerely,  
[Your Name]