

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

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

Dear [Recipient's Name],

I am writing to express my interest in participating in the overseas study program offered by [Institution's Name] for the [specific term/year]. As a [your current year, e.g., junior] studying [your major] at [Your University], I am eager to enhance my educational experience and gain international exposure.

The opportunity to study in [country or city] particularly appeals to me due to [specific reasons related to the program or location]. I believe that immersing myself in [specific culture/academic environment] will allow me to gain unique insights that will enrich my academic and personal growth.

I am particularly interested in [mention any specific courses, projects, or experiences related to the program], as I believe these would complement my studies and help me achieve my career goals in [your career field].

Thank you for considering my application. I am looking forward to the possibility of contributing to and learning from this enriching experience. Please let me know if there are any additional materials or information you require.

Sincerely,

[Your Name]
[Your University]
[Your Student ID (if applicable)]