

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

[Admissions Office]
University of Toronto
[Address of Admissions Office]
[City, Province, Postal Code]

Dear Admissions Committee,

I am writing to express my interest in applying for the [specific program name] at the University of Toronto for the [specific term and year, e.g., Fall 2024] semester. I have a strong passion for [your field of study] and believe that your esteemed institution will provide me with the ideal environment to further my academic and professional goals.

In [briefly describe your academic background, e.g., "I completed my undergraduate degree in [Your Major] from [Your University]"], and during this time, I developed a solid foundation in [mention relevant skills or subjects]. My experience in [related work, research, or volunteer activities], has equipped me with essential skills and insights into [relevant aspects of your field].

I am particularly drawn to the University of Toronto because of [mention specific programs, faculty, or resources that attract you]. I am eager to contribute to [mention any relevant projects, initiatives, or research groups you are interested in] and collaborate with esteemed faculty members such as [name of faculty or department].

Enclosed with this letter are my application materials, including my transcripts, letters of recommendation, and personal statement. I am excited about the possibility of joining the University of Toronto community and contributing to the dynamic academic environment.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,
[Your Name]