

[Your Name]  
[Your Address]  
[City, Province, Postal Code]  
[Email Address]  
[Phone Number]  
[Date]

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

Dear [Admissions Committee/Specific Person's Name],  
I hope this letter finds you well. I am writing to formally express my interest in applying for admission to the [specific program/department] at the University of Toronto for the [specific term/year].  
I have a strong academic background in [briefly outline relevant academic achievements, major subjects, or any specific accomplishments], and I am particularly drawn to UofT due to [reason for choosing the university, mention specific programs, faculty, or research opportunities].  
In addition to my academic pursuits, I have been actively involved in [mention extracurricular activities, volunteer work, or work experience that is relevant], which has equipped me with skills and a perspective that I believe would contribute positively to the UofT community.  
I am eager to bring my passion and dedication to [specific program/field] and to contribute to the dynamic environment at the University of Toronto. I appreciate your consideration of my application, and I look forward to the opportunity to be a part of your esteemed institution.  
Thank you for your time and consideration.  
Sincerely,  
[Your Name]