

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

Admissions Office  
University of Arizona  
[University Address]  
[City, State, ZIP Code]

Dear Admissions Committee,

[Start with a respectful greeting and introduction.]

[State the purpose of your letter and any relevant application details.]

[Provide a brief overview of your academic achievements, extracurricular activities, and any pertinent experience.]

[Explain why you are interested in the University of Arizona and how it aligns with your goals.]

[Conclude with a summary and expression of gratitude.]

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]