

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

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

Dear Admissions Committee,

I am writing to express my strong interest in applying for admission to the [specific program name] at the University of Alberta for the [upcoming academic year/term]. With a passion for [briefly mention your field/interest], I am excited about the opportunity to contribute to and grow within the vibrant academic community at UofA.

[In this paragraph, highlight your academic background, relevant experiences, and any achievements that relate to your desired program. Explain why you are a good fit for the program and how it aligns with your career goals.]

I have always admired the University of Alberta for its commitment to [mention any specific programs, faculty, or initiatives that impressed you]. I believe that the [specific program or opportunity] will provide me with the challenges and knowledge necessary to further my academic and professional aspirations.

Thank you for considering my application. I look forward to the possibility of joining the University of Alberta and contributing to its legacy of excellence.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]