

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

Office of Admissions
University of Virginia
P.O. Box 400160
Charlottesville, VA 22904

Dear Admissions Committee,

I hope this letter finds you well. My name is [Your Name] and I am currently a [Your Current Year, e.g., senior] at [Your High School Name]. I am writing to supplement my application with additional information that I believe will provide a fuller picture of my qualifications and passion for becoming a part of the University of Virginia community.

[Paragraph 1: Explain the purpose of your letter. Summarize why you are writing and what you wish to highlight about your application.]

[Paragraph 2: Discuss any new accomplishments, experiences, or projects. Mention any leadership roles, extracurricular activities, or academic achievements since your original application submission.]

[Paragraph 3: Reflect on your experiences or your motivation for wanting to attend UVA. Explain how UVA aligns with your academic and personal goals.]

Thank you for considering this additional information. I am very excited about the opportunity to join the University of Virginia and look forward to contributing positively to the campus community.

Sincerely,

[Your Name]

[Your Application ID, if applicable]