

求学信

Dear _____,

I am a (国籍或者学历) student who wishes to apply for the admission into your prestigious university as a (硕士或博士) student. Here is my education and working experience.

In September of (入学时间), I was enrolled in (建议写北京大学) University as a (专业名称) major and had always been the top(填数字, 前几名) students during my study. Since graduation in (毕业时间), I have been working in (工作或实习单位). Now I feel the need to study further in order to improve my potentials in this area.

Enclosed are my academic reports on all subjects and a couple of recommendations. Thank you in advance for your consideration.

可以替换的各段句型:

第一部分: 说明写信目的

I would like to apply for admission to your college.

I would like to further my studies in ... department of your university.

I hope to pursue my master's degree in your university.

第二部分: 展开申请原因

My major interests are ..., and I understand your university has a good program in those fields.

I feel the need to study further in order to develop my potentials in this field.

第三部分: 期盼回复, 表示感谢

Thank you for your consideration. I look forward to your reply.

If my application could be taken into favorable consideration, I would be most grateful.

Enclosed are my academic reports on all subjects and two recommendations.