**Graduate School Letter of Intent**

Your name, address, and phone number

Your email

Current Date

Name of the person the letter is addressed to

Full University name and address, phone number

Dear Mr., Mrs. Miss (Name of Person), or To The Admissions Committee

I am writing to the university admissions committee and submitting my application to the graduate program in the university applied robotics program. I graduated from (name of university) and received my bachelor’s degree (name of degree) with an (x.xx GPA). I have followed your robotics program and believe it to be the best in the country.

My bachelor’s degree in (name of degree) provides an excellent background to the area of specialization I would like to pursue in my graduate program. I am intensely interested in this subject area and wish to explore the area further to contribute to advancing our understanding of this (subject). I have also included letters of recommendation from several professors supporting my bid to join the graduate program. During my final undergraduate year, my GPA was x.xx. I also ran tutorial classes for year 1 & 2 undergrad students. My grades, experience, training, and strong interest in the graduate program make me an excellent candidate for your program.

I look forward to hearing from the admissions committee. Please do not hesitate to contact me if further information is needed to support my application.

Respectfully

Signature: (sign the letter)

Your Name (printed under the signature)