

Application for Enrollment to University Extension Program

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[University Name]

[Department or Office of Extension Programs]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name or Admissions Committee],

I am writing to express my interest in enrolling in the Extension Program at [University Name]. With a strong desire to [mention any relevant personal goals or interests related to the program], I believe that participating in this program will significantly enhance my skills and knowledge in [specific field or subject].

Having completed my [previous education or relevant work experience], I am eager to further my education and tackle new academic challenges. The extension program's [mention any specific feature or benefit of the program] particularly appeals to me as it aligns perfectly with my career aspirations.

I have attached my application form and any required documents for your review. Thank you for considering my application. I am looking forward to the possibility of contributing to and learning from the esteemed community at [University Name].

Sincerely,

[Your Name]