

# Letter of Academic Background

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Admissions Committee

[University Name]

[Department Name]

[University Address]

[City, State, Zip Code]

## **Subject: Application for Teaching Assistantship**

Dear Members of the Admissions Committee,

I am writing to express my interest in the Teaching Assistantship position within the [Department Name] at [University Name]. I am currently pursuing my [Degree Program, e.g., Master's/Ph.D.] in [Your Field] and am eager to contribute my academic knowledge and skills to assist in the educational development of undergraduate students.

My academic background includes a [Briefly mention your degree, e.g., Bachelor's in Biology] from [Your Previous University] where I graduated with [Honors/Grade]. During my studies, I developed a strong foundation in [Relevant Courses/Subjects]. I have also been actively involved in [Any Relevant Projects, Research, or Leadership Roles].

In addition to my academic accomplishments, I have [Mention Any Relevant Teaching or Tutoring Experience] that has equipped me with pedagogical skills and the ability to engage students effectively. My passion for [Your Field] drives me to share knowledge and facilitate learning experiences that can contribute positively to the academic environment at [University Name].

I am excited about the possibility of joining your esteemed department as a Teaching Assistant and am confident in my ability to support both faculty and students in their educational pursuits. Thank you for considering my application. I look forward to the opportunity to contribute to [University Name].

Sincerely,

[Your Name]