Simple College Application Letter

Name of Applicant  
Address of Applicant  
City, State, Zip Code  
  
DATE  
  
Name of Head of Admissions  
Name of College  
Address of College  
City, State, Zip Code  
  
Dear Name of Head of Admissions:  
  
After doing much research about colleges in the area that have a Psychology program, I am applying to Ohio State University because of the outstanding reputation and the exceptional reviews that I have read from other recent graduates. Additionally, I am enthusiastic about Psychology program at the Ohio State University because of the graduate psychology programs that are offered.  
  
Currently, I am just beginning my journey and ready to dive into the undergraduate studies program. My ultimate goal is to finish the Psychology program at Ohio State University. Once I have completed my undergraduate in psychology, my desire is to continue my studies and enter the graduate program for psychology where I may be a counselor dealing with children.  
  
​I am sure this is the correct career path, as I grew up in a family where my father was a counselor and my mother a social worker. My father is a graduate of the Ohio State University, and my mother a graduate of OU University. Considering both of my parents have similar career paths, I feel like I would be honoring them and their dedication to helping others by entering this field of work.

Pursuing a psychology major is my long-term goal, and I would like to start by earning my Bachelor’s Degree in Psychology from Ohio State University. I have attached my application, as well as transcripts, an essay, and all of my letters of recommendation as defined in my admissions packet. I appreciate your time and consideration and look forward to hearing from you soon.   
  
Sincerely,  
​  
Signature of Applicant  
Printed Name of Applicant  
Enclosure: Application Form, high school marks list, Advanced Placement scores, SAT scores and all other required information