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# APA Cover Letter for University Example

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Today's Date]

[Recipient's Name]

[University's Name]

[University's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to apply for the [Job Title] position at [University's Name], as advertised on [Job Advertisement Source]. As a [Your Current Position or Field of Study] with a strong background in [Your Area of Expertise], I am confident that I would make a valuable addition to your team.

During my time at [Your Current or Previous University or Workplace], I have focused on [Describe Your Key Area of Research or Work]. I believe this experience would enable me to contribute effectively to [University's Name].

I am particularly drawn to [University's Name] because of its emphasis on [Something You Admire About the University], and I am excited about the opportunity to contribute to this.

Thank you for considering my application. I look forward to the possibility of discussing my qualifications further.

Sincerely,

[Your Name]