Essay Cover Letter for Admission Example

[Your Name] [Address] [City, State ZIP Code] [Phone Number] [Email Address] [Date]

[Admission Officer's Name] [College/University Name] [Address] [City, State ZIP Code]

Dear [Admission Officer's Name],

I'm thrilled to submit my essay for consideration as part of my application to [College/University Name]. My essay, titled "[Essay Title]," reflects my passion for [Field of Study] and my commitment to [College/University Values or Goals].

[More details about the essay, your qualifications, and why you chose this particular institution]

Thank you for considering my application.

Sincerely,

[Your Signature] [Your Full Name]