July 09, 2009

Ms. Susan Baker

Admission Officer

University of California

Berkeley, CA 94704

Dear Ms. Baker,

Enclosed herewith is my college application for admission to the University of California, Berkeley, College of Chemistry.

It has been my dream to be a part of this prominent institution and be a Chemical Engineer. As we, all know; CAL is one of the world’s leading academic institutions, and known for producing the finest minds/leaders in their given fields/professions. I’m also aware that you offer programs, which are known to be one of the best in the world, which means that you have limited slots available for incoming students. It will be an honor and a privilege to be one of the chosen few; an elite group known for making a difference.

I am fervently hoping that my application be reviewed favorably. My only wish is to make my mark on this world, and I know that CAL will place me on the right path. Please feel free to let me know if I can further elaborate on my background, or my reason for wanting to be a part of this prestigious institution.

I am looking forward to hear from you.

Sincerely,

**Melinda Clancy**

Melinda Clancy