

Jane Doe  
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Jen Adams  
Head Lacrosse Coach  
ATTN: Athletic Department  
124 Lacrosse Street  
Baltimore, MD 25555

# SAMPLE COVER LETTER

Dear Coach Adams,

I am a junior at XXX High School preparing for my third year on our varsity squad, and I believe I possess qualities needed to be a part of your program. My goals and aspirations for college coincide with the wonderful opportunities Loyola College has to offer both on and off the lacrosse field.

I have discovered through my lacrosse experiences that I have the drive and discipline to be pushed to that next level of lacrosse. After receiving a critic from my coach, I take that as a challenge to turn my weaknesses into strengths by working harder outside of practice to be a better team player.

I will be traveling with my elite club team, Detroit Coyotes to the President's Cup Tournament in Naples, Florida November 19th-21st. I have attached my resume with tentative tournament, camp, and game schedules for the 2012-2013 season.

I look forward to learning more about your lacrosse and academic programs at Loyola College through a visit to your campus. Please let me know if you require any additional information. I will send you updates as my high school career progresses.

Thank you for your time and consideration of my potential candidacy.

Sincerely,

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Jane Doe