

Guilan University of Medical Sciences

GUMS COVER LETTER TEMPLATE

APPLICANT'S NAME

Rank | Gender | Age



[Your Address]
[City, ST ZIP Code]



[Your Phone]



[Your Email]



Your Website



Dear Admission Committee,

Introduction:

- Introduce Yourself
- Indicate which program you are applying for
- the reason you chose GUMS

Body:

- Highlight your qualifications
- List your experiences
- Indicate your communication skills
- Mention your academic achievements and anything that makes you stand out
- Pinpoint your ambitions and your interests and how they relate to the program you are applying for
- Determine your intended scholarship type
- Include your qualifications that make you a potential scholarship winner

Closing:

- State your desire for an interview
- Thank the reader for their time