

- A. I would be grateful if you could consider my application and give me a chance to participate in the Erasmus programme, which would contribute to my professional and personal development.
- B. By means of this letter, I would like to apply for the Erasmus exchange student programme at the University of Helsinki in spring 2009.
- C. Thank you in advance for your consideration.
- D. I believe that I can quickly adapt to life in a different country because I am independent, open-minded and friendly. I have a good command of English, which would enable me to easily follow courses in English. I like to actively participate in seminar discussions and hope that by coming from Central Europe I could bring a different perspective on folk music.
- E. Dear Erasmus Committee,
- F. Yours faithfully,  
Petra Novakova
- G. My name is Petra Novakova and I am currently in my third semester studying for a Bachelor's degree in Music Education at Masaryk University. I actively participate in university life, being a member of the Academic Senate and the university choir. In my studies, I am particularly interested in Nordic folk music, the specifics of which I am going to investigate in my Bachelor's thesis.
- H. I would like to study at the University of Helsinki as it is known for high-quality education and offers a range of specialized courses in Nordic folk music, which are taught by renowned experts in the field. Therefore, I believe that a study stay there would be a unique opportunity for me to gain first-hand knowledge of the topic that I would like to pursue in my thesis research. I also hope to gain insight into various other aspects of the culture and history of the country. In addition, I would improve my spoken and written English, which would enhance my chances to find good employment either in the Czech Republic or abroad.

Showing gratitude

Own skills and qualities

Ending with use of politeness

Formal greetings

Signing off formally

Detailed information about the writer

Motivation for the choice of university

Purpose of the letter