

# ALEX ATWOOD

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March 1, 2025

Dr. Marianne Murray  
Alaska Pacific University Nursing Program  
4101 University Drive  
Anchorage, AK 99508

Dear Dr. Murray and Nursing Program Committee,

(First paragraph) Why are you applying to this specific program? What is the connection between APU and your career goals and aspirations? This is a statement about your connection and alignment with the nursing profession. You can share a personal story or pivotal moment, how it connected you to nursing, and possibly the impact this event had on you. Here you can also share community engagement activities that don't have a perfect home on your resume, like caring for an elderly relative or offering house-sitting services to your neighbors, and how these have driven you to pursue nursing. [Indenting paragraphs is optional.]

(Middle 1-3 paragraphs) What specific skills do you want to highlight based on the application requirements? Recount 2 or 3 very short "stories" from your work or volunteer experiences that demonstrate how you 1) have applied the most important of the many skills that they are seeking and 2) have the commitment needed to complete this program. Don't simply create a narrative version of your resume. This is the chance for the reader to get to know your distinct voice and writing style. Succinctly describe your most relevant abilities and personality traits -- and your drive. It is not enough to tell them you have a certain quality; your story should demonstrate evidence of this quality and how it relates to your grasp of the APU nursing program.

(Last paragraph) Include your gratitude and request for follow-up. This very short paragraph shows how much you would appreciate the opportunity to have an interview to discuss more specifically how you would be a good candidate for the next APU nursing cohort. (Don't tell them they are welcome to contact you -- or that your resume is attached. They know.)

Sincerely,

*Alex Atwood*

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