

[Your Full Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]

[Host Family Name or Selection Committee]  
[Exchange Program Name]  
[Program Address]  
[City, Country]

Dear [Host Family Name or Selection Committee],

**Introduction:**

[State your name, age, and where you are from. Express your excitement about applying for the exchange program to [Country Name] and mention the specific school or duration of stay.]

**Motivation and Interests:**

[Describe why you want to become an exchange student. Mention your interest in the local culture, language, or specific academic subjects. Briefly list your hobbies, sports, or extracurricular activities and how you hope to share these with your host community.]

**Personal Qualities:**

[Explain why you are a good candidate. Highlight qualities such as adaptability, curiosity, and responsibility. Provide a brief example of how you handle new situations or challenges.]

**Goals:**

[Outline what you hope to achieve during this experience, both personally and academically. Mention how you plan to contribute to your host family and school environment.]

Thank you for considering my application. I am looking forward to the possibility of meeting you and experiencing life in [Country Name].

Sincerely,

[Signature]

[Your Printed Name]