

Motivation Letter

The motivation letter (or cover letter) is probably **the most personalized document of your application** considering that you actually get the chance to write a presentation about yourself accompanying your CV. By requiring a motivation letter, the Masters recruiting committee offers you the chance to prove yourself in **a short document shaped as a letter** in which you are supposed to

- give some relevant and interesting insights about yourself,
- prove that you are the right and most motivated person to be chosen for participating in the program.

Writing such a letter can prove to be sometimes tricky and challenging for some applicants who often find themselves wondering

- how the letter should look like,
- what it should contain and
- how to convince coordinators that they are the right ones to be chosen for the program.

TIPS

1) Do your homework

Before starting on your motivation letter it is best you find out as much as possible about the university that is offering the Masters programme and about the program itself.

2) Start with writing down some of the main ideas, important points you would like to approach in your letter and later build around them, enrich their content;

- Make your goal clear; provide a short preview of the rest of the letter;
- Why do you think that the university and the Masters program are interesting and suitable for you?
- Focus on some of your strongest qualifications, past experiences (international experiences are always relevant) and qualities; organize the middle paragraphs in terms of the qualifications most relevant for the program, you can also refer to your CV for more details;
- Conclude by restating your interest and show appreciation for the chance to prove yourself in the letter (in some cases you can ask for a personal interview).

3) Personal & Original

Give your readers some insight into you as an individual. Prove that you are different from the rest of the applicants and that your qualities, skills and qualifications make you suitable for participating in the program. Although it might be sometimes helpful to have other examples, do not copy other letters you have seen and try to be original, it will help a lot!

Also avoid bragging too much about yourself. You are not expected to present yourself as a superhero but rather be objective and realistic.

Quick Guide to a Successful
Motivation Letter
for Post Graduate Studies

Dear Sir or Madam,

Purpose for writing this letter - give details for the exact course you're applying for

With this letter I wish to state my motivation for entrance to the Master program in (department) at the University of (name) for the 20...../20..... academic year.

Briefly express your confidence for your suitability for the course

I appreciate this opportunity to introduce myself at your University for the Master program in (name of the specific course) offered by your University. **With my educational background** and (work experience), **I strongly believe that I am a suitable candidate for the programme. I have chosen this University as my first choice because of** its well-known reputation in the field of.....

Give a brief account of your academic trail up to now that proves your suitability

Since I was young I have always had a keen interest in Economics. I began to subscribe to the periodicals dealing with current events since middle school. As a university student, I focused more on the economic welfare and took some elective courses in political economy and economic theory. Through the program, I not only made a systematic study of principle of economics, but also learnt the economical analytical methods to public policy, such as Game Theory, Principal-Agent theory and Taxation theory and principles. **My dissertation was in the field of** public finance and policy impacts on social welfare. My research results were accepted provisionally by the relevant department of municipal council and I was invited to contribute to the dialogue. **Since then, I have realised my passion for** welfare economics, **and I have set as professional goal to become** an economic advisor.

Why you have chosen this particular university

I believe that countries in North Europe are perfect place for studying welfare policy. **Since your University is** the only university which offers a program combining economics and social welfare policy in a master's degree, **I have decided to place my application for Master degree programme here. After having read carefully the curriculum and the course requirements, I believe that it perfectly matches my research interests and profile.** Thanks to the University website, I gained useful information about the University campus and the student life. Bearing in mind the previous I believe I can fit perfectly achieving ideal academic results.

Purpose for writing this letter

As I understand, this programme is very competitive, attracting highly motivated students, but **I am convinced that my good record at** the University and professional experience **give me a strong recommendation for** a place at it. **Therefore, I would be honored if you decided to accept** my candidatedship for Master studies. At the same time I am aware of possible challenges and high investments of effort I will have to place in order to successfully complete this course.

Thank you in advance for considering my application.

Sincerely,