

# Sara Boyd

Stafford, VA 22554 / (540) 656-0489 / [sara.boyd@live.longwood.edu](mailto:sara.boyd@live.longwood.edu)

July 16, 2021

The Virginia Commonwealth University  
*Richmond, VA*

RE: Graduate Student in the Masters Program of the School of Social Work

To the admissions staff of Virginia Commonwealth University,

I was motivated to contact you upon learning that Virginia Commonwealth University has openings for Clinical graduate students for the summer 2021 semester. For several years I have focused my career path and academic pursuits on learning and developing those all-important skills necessary to be great in this type of role. As a personal mission, I strive to empower and improve other's outlook and circumstances. I have a passion for sharing and fulfilling social work values and responsibilities in any work completed.

I believe being genuine and nurturing, along with professional and driven, is an essential combination for people in my field. I possess project support, identifying opportunities and operation support skills. Additionally, my abilities extend to critical thinking and collaboration with proficiency in teamwork. Working with people from diverse backgrounds has provided me with a deep understanding and awareness of differences in both individuals and organizations. These qualities will help to support The Virginia Commonwealth University's mission while reflecting positively on the professionalism and competencies that is expected of the university's students.

For further details of my qualifications, background, and contributions, please take a moment to review my enclosed resume. I believe that I can successfully be the student you're seeking and I welcome the opportunity to speak with you at your earliest convenience.

Sincerely,  
Sara Boyd