777 Avenue Lane

Vancouver, BC V78 913

Sept. 12, 2017

ENGL 301: Technical Writing

University of British Columbia

2329 West Mall

Vancouver, BC V6T 1Z4

Dear students of English 301:

My name is Curtis Fox, and I send this letter hoping that I can become a student in English 301. I am a fourth year science student currently pursuing a combined honours degree in computer science and statistics. By joining the writing team in English 301, I hope to learn how to write in such a way that is suitable for a professional setting, as eventually I would like to work in academia where writing papers and other formal forms of writing will be extremely important.

Given that I am a science student, I have spent a lot of time analyzing and thinking over what I read, so that it can later be applied to more advanced problems. This kind of analytical thinking could be helpful when doing professional writing since you will often want to carefully consider multiple factors before writing up anything in the workplace. This includes but is not limited to the audience you are dealing with, or the appropriate tone of the piece of writing, for example. Even the smallest details can be important with formal writing, and so everything that is written should be carefully thought out. This is where an analytical mind could be very useful.

However, I believe I can work on developing better word choice in my writing, especially for the professional setting. This is something I think I can improve on by working with other students in English 301, since they could possibly give me useful advice. I also hope to develop my communication skills by working with others, in such a way that will prepare me for the workforce.

Overall, I think it would be an invaluable experience for me to become part of the English 301 class, as it could be a chance for me to teach others what I know, but also an opportunity for me to learn something new from them. Thank you for taking the time to read this letter, and I hope to become a part of your team soon.

Regards,

Curtis Fox