Letter of Application

May 29, 2018

University of British Columbia

2854 West Mall

Vancouver, BC V6T 1Z4

Dear fellow ENGL 301 students:

I am writing to offer myself as part of your professional writing team for the duration of the summer 2018 ENGL 301 Technical Writing course.

I hope I can provide your writing team with unique thoughts, motivations to improve and we can learn together as a team and be able to refine our skills at the end of the class. I am going to be a fourth year Psychology student in the fall. Psychology requires students to write a lot of research papers and encourages students to critically analyze their materials and try to explore the subject on their own with the resources the school provides. In the past summers, I also worked at two different companies as marketing and human resources intern. Therefore, I have experience in working in professional scenarios in a workplace and communicating with customers and colleagues.

I aim to write as neatly and concisely as possible. I am used to analyzing materials and collating them into paragraphs, pointing out their main ideas. However, I am not good at expanding ideas and may get carried away from the main idea. My learning philosophy is trials and errors. I believe that learning through my mistakes and trying to correct them or improve them would be the best way to help me grow as an individual.

Thank you for your time and hope you will consider me as a teammate in your professional writing team. Please contact me at luijinhung@hotmail.com or send me a message through our Facebook group.

Best Regards,

Steven Lui