**Cover Letter Template**

[Your Full Name]

[Street Address] | [City, ST ZIP Code] | [Phone] | [Email]

[Date]

SNPDB Committee

The Ministry of Religious Affairs of The Republic of Indonesia

Jakarta, Indonesia

Dear SNPDB Committee,

In the introduction, begin with a sentence introducing yourself. Specify your name, school, and grade. With a confident and well-written introduction, try to make an impression on the screener. Describe your excitement for the madrasah you are looking for, include the most important reasons why the madrasah is a perfect fit for you. Discuss any factors which helped influence to make these educational choices. Describe your academic career. What courses have you taken that you felt were exceptionally difficult? What made them difficult?

Additionally, talk about any classes you have taken outside of the classroom, such as community classes. What kind of educational impact did these classes have on you?

Share some of your accomplishments during your middle school years in a way that lets the school know you hope they can help you build on them and hone your talents further. Intensify your emphasis on the qualifications you can name. For instance, while maintaining a good grade, you could concentrate on your involvement in middle school clubs like the Arabic or Mathematics Club. You can describe your achievements during middle school.

Based on my motivation above, I am interested in enrolling in **[Madrasah Name]\*** on SNPDB Program.

Sincerely,

[Your Name]

\*you can choose one madrasah from the list:

| No. | Madrasah | Address dan Phone | *Website* |
| --- | --- | --- | --- |
| 1 | MAN IC Serpong | Jl. Cendekia Sektor XI BSD City Kec. Serpong Tangerang Selatan Banten.  Telp. 021 7563578  WA.085697962120 | [www.ic.sch.id](http://www.ic.sch.id/) |
| 2 | MAN IC Gorontalo | Jl. Kasmat Lahay Desa Moutong Kec. Tilongkabila Kab. Bone Bolango Prov. Gorontalo  Telp. 0435823692  HP/WA.081244259408 | [www.icg.sch.id](http://www.icg.sch.id) |
| 3 | MAN IC Jambi | Jl. Lintas Jambi Muara Bulian KM 21 Kel. Pijoan, Kab. Muaro Jambi  HP/WA. 08117424910 | [www.icjambi.sch.id](http://www.icjambi.sch.id/) |
| 4 | MAN IC Padang Pariaman | Nagari Sintuk Kec. Sintuk Toboh Gadang Kab.Padang Pariaman Prov. Sumbar  HP/WA. 085274750883, 08126667931 | [www.icpp.sch.id](http://www.icpp.sch.id) |
| 5 | MAN 1 Yogyakarta | Jalan C. Simanjutak No. 60 Yogyakarta 55223  info@man1yogyakarta.sch.id  +62 858-6924-0876 | <http://man1yogyakarta.sch.id> |
| 6 | MAN 1 Surakarta | Jl. Sumpah Pemuda No. 25 Kadipiro, Surakarta - 57136  Jawa Tengah – Indonesia  [mansurakarta@yahoo.com](mailto:mansurakarta@yahoo.com)  +6285640341980 | [www.mansurakarta.sch.id](http://www.mansurakarta.sch.id) |
| 7 | MAN 1 Jember | JL. Imam Bonjol No. 50  [man1jember@yahoo.co.id](mailto:man1jember@yahoo.co.id)  +6282139298520 | [www.mansatujember.sch.id](http://www.mansatujember.sch.id) |