

1

Dear Sir or Madam,

I am writing to you in the matter of a chance to apply for a university in the Great Britain.

I've recently started the University of Economics in Prague, the faculty of business administration. The faculty focuses on management as well as marketing and many other subjects leading to a career in the sector of economics. However, my aim in the Britain is to study the London Institute of Fashion, particularly with a focus on fashion photography.

I have photographed many events as well as worked as a graphic designer for a certain well-known Czech company, which forms my work portfolio. I also have successfully done the FCE exam resulting in a C1 level certificate.

I will greatly benefit from the experience since photography is my passion and I've always wanted to go towards an "artistic" career.

I am looking forward to hearing from you.

Kind regards,

XY

2

Dear Sir or Madam,

My name is XY. I'am a first year student of the university of Economics in Prag. This year I am studying at the second Faculty focusing on the diplomacy subject. As you can notice my specialisation requires general knowledge of other countries, which is also the reason why I am writting this letter.

I would like to apply for the Erasmus student exchange program at an english university that would have similar classes to my current university. This would help me continue on my studies and to improve my language skills.

I graduated from a grammar school, where I have been learning english for 7 years and german for 6 years. My current level of English is B2 while the German language level is B2/C1.

Nevertheless, I visited England last year and stayed there for 3 weeks. I find UK as a lovely country

and would be very grateful If I could learn more about this country.

Your sincerely,

XY

3

Dear University in Maastricht,

I would like to apply for the Erasmus student exchange program at your university.

My name is XY and I'm a student at the University of Economics in Prague, Czech Republic. At this time I'm taking third semester of faculty of Business and Management. My wanted specialization is in Marketing sector, because I'm already working in Prague radio station in this department.

I would like to participate your exchange program to get more knowledge about these topics and mainly improve my communication skills in English, get new friends and new sight on the world we live in, take opportunities we have and study as much as possible, till we are young.

Thank you for considering my application. I hope we are heading to meet on the ground of your university.

Regarding

XY

4

Dear Sir or Madam,

My name is XY, I am 21 years old and I study the University of Economics.

I would like to spend one semester on Oxford University, because I would like to try studying in english surrounding.

I studied a hotel high school with coverage in economic and management. During the high school I worked as a waitress in famous hotels in Prague. After high school I passed a language school in English.

I speak Czech, English and little bit Spanish. I have a PET certificate from English language.

If I can get a possibility to go to Oxford University it surely will be good experience. And it could help me to find an interesting job.

Your faithfully,

XY

5

Dear,

My name is X. I am writing you because I want to participate the Erasmus exchange program.

Now I am studying at University of economics in Prague. I am very interested in this program, because it is very pleasant for my future. Moreover I am able to speak different languages. I am very communicative and I want to meet more and more people.

Now I don't have many experience, because I am at the begining of my studies. But in future I want to take part in many projects, to do many researches because it is very interesting for me. I have some language skills. I know Russian, English and Czech languages. May be not good.

I am very hardworking and my participation can be useful.

(Just wrote down email, not the name)

6

Title: Respond on the exchange program offer

Hello,

my name is XY and I would like to spend semester on the Cambridge University. It was always my dream and now it can begin reall.

I am a student of the University of Economics in Prague at the faculty of Informatics and Statistics.

I have never been to England and when my friend told me about your offer, I could not wait to respond you.

My projects I have participated was OPPA, project for better studying on the Secondary Technical school in Prague including better e-learning for students. My English skills are not good enough so I hope it will improve thanks to semester or two in this University.

If you will take me, it will be very good valued experience for my future job and also for my life.

Your sincerely,

XY

7

Dear all,

Excuse me to introduce, my name is XY. I am studying University of Economics in Prague, exactly social-economic demography. This letter I write you, because I want study in foreign country (for better English knowledge).

I think that relevant work (in my years) is not important like happy from new experience in charity (without wage). Because "free help" is goodness.

I speak English and fluent German and have drive licence "B".

Your sincerely,

XY

8

To: Mrs. Sunshine (Sunshingteresha@gmail.com)

Subject: Erasmus exchange program – XY

Good morning Mrs. Sunshine,

my name is XY and I am contacting you because I am interested in participating at the Erasmus student exchange program.

Today I study at the University of Economics in Prague on the faculty of business administration. However I would like to study at the University of Cardiff. I have heard your faculty of business

administration is one of the best in Europe so it has been my dream ever since to study there. Now I finally have a chance at least for one semester.

I will not hesitate to say I am quite a good student and it is because. I really am excited at what I am studying. I work hard at school but also have a job related to the business domain. I speak three foreign languages: English, Spanish and French. I have the CAE and DELE certificate. I love travelling so I am used to speaking in other than my maternal (czech) language.

Now I would appreciate a change of my surrounding. That is because I am very active and need to do something all the time, to explore and to get new experiences. I want to get new friends and contacts and your university offers all of this indeed.

Thank you for your answer.

Your sincerely,

XY

9

Dear Mr/Mrs.,

My name is XY. I decided to write the motivation email. I want to login to Erasmus student exchange program. I will be glad to rise my experiences with english and foreign culture. I am studying the University of economics, taxes departure. I want to become a part of our brilliant, great institution.

I attach my relevant experiences and skills. I spent two years at school in England so I have experiences with strange enviroment. Last year I absolved english cours and business cours.

I am looking toward toyour answer.

Your faithfully,

XY

10

Dear XY,

I would like to participate in the student exchange program your organization offer. My name is XY.

I study at Faculty of informatics and statistics. I am studying fifth semester of Aplikovana informatika.

Your institution has a very good referentations, so I would like to apply for the student exchange program your institution offer.

I would like to spend a semester at a Dannish university in Kodan. It is a very well-known university with a program IT witch will help me with my state exam and also in applying for a work at Microsoft or Google. I succesfully finished Database coors witch is needed for program at this university. I would like to apply. I also have finished english cours at level B2.

I will look forward your answer.

11

Dear Sir/Madam,

my name is XY and I am writing to you in occassion to apply for the Erasmus student exchange programme. I am an undergraduate student at the University of Econommics in Prague where I study Corporate finance and Management.

Having been interested in studying abroad for a long time, I have choosen the London School of Business. Studying at such school will provide me with priceless knowledge and experience along with the most modern approaches to finance, capital markets and business. I am an active capital market trader, therefore spending a semester at the LSB would have a large impact on my life.

My lifetime experience involve working in the United Kingdon and volunteering in Vietnam and the Czech Republic. Although I rely not only on academic education, I would be extremely happy to be accepted to the programme.

Yours faithfully,

XY

12

Dear Sir or Madam,

my name is X and I am currently student of the University of economics in Prague. My study is aimed on Economic of managment.

This year is my first on the university and I would like to join well-known Erasmus Student program, that is the reason why am I writing this email.

First of all, I have got some basic questions: What requirements are needed to be able to study at your university? I would really appreciate joining university in Spain with the similar aim of study like now, which is economics.

Another question is, What can I expect from given program? I mean, if it is very useful and in which ways.

For example, I do not have many life experiences. On the other side, I can speak 3 languages very well and another one is a little worse.

Thank you for understanding, Yours faithfully, X.

13

Hello, recently I've decided to participate in the Erasmus programme. I think that's a very big opportunity, not just to improve my language skills, but also to try to live abroad for a particular time separated from a family, meet many new people, discover new place and what's for me the greatest point, try to live a different style of living, because live is a change and I, living whole my life at Prague, the life here reminds me kind of a stereotype. So this opportunity really goes forward to me.

I study the University of Economics in Prague, Business faculty. If I was chosen for the programme I would also be interested in a part time job there, because I would like to make any money beside the studying and also could involve that experience into my CV.

Looking forward to hearing from you,

XY

14

Dear Mrs. Frank,

I'm writing to you to apply for the Erasmus student exchange program at University of Sorbona. At the moment, I am attending the University of Economics in Prague where I study Business Economics and Management at the Faculty of Business Administration.

I am interested in the university because of its history and reputation. I also love Paris and France

in general, so it would be pleasure to study there.

Before I started my studying at university, I attended gymnasium in my hometown. I've been studying English for eleven years now. Besides, I have been studying German since my first year in secondary school. During (my secondary), I attended secondary school I finished FCE certificate.

In my opinion, studying at teh university might be very helpful for me. Surely, I would practice my English a lot and learn new stuff. I'm interested in ????. Thank you for your reply.

Yours sincerely,

XY

15

To whom may it concern,

My name is XY and I'd like to attend the Erasmus student exchange program in Wien.

I'm studying Corporate Finance and Management at the University of Economics in Prague.

I'm interested in studying in Wien because I'd like to experience the particular university there, practice German language and experience studying abroad. Apart from studying economics I've been working in companies such as KPMG and Accenture. I also attended a high school exchange student program in the United States of America. My English level is B2?C1 while my German is a level B1.

I'd like to use this opportunity to widen my skills and knowledge which will help me in my professional life.

Yours sincerely,

XY

16

Dear Mr. Anderson,

I'm writing to you, because I would appreciate to participate on the Erasmus student exchange program. My name is XY and I am studying at the Prague University of Economics. I was offered a participation in your program, and I got truly interested in it. I was always looking for new

opportunities how to improve my english skills, and I think that Erasmus is one of the best I can get.

I am learning english for more than ten years now, and I attended several courses, starting on primary school. In high school I attended few seminars and through that I got my First Certificate of English. As I said before, your program could not only improve my english skills, but also give me some important life experience. It is not every day you get an opportunity like this. I believe you will pick the right candidate.

Sincerely,

XY

17

Dear Miss/Mister,

my name is XY and I am writing because I would like to be a part of the Erasmus student exchange program at your Stockholm university of economics.

Right now I am a student at the University of economics in Prague where I am between 15% of best students in my class. I also do have a CAE C1 certificate in English and I would love to use my English daily and get better. I have passion for languages and that is part of why I would like to study in Stockholm not just because university is at really high level but I would also like to speak Swedish and eventually move to Sweden and work there.

Study in Stockholm would be dream come true and a great experience for my future life in Scandinavia.

Please reply me as soon as possible because I am really looking forward.

With best regards,

18

Hello!

My name is XY. I'm studying economics at University of economics, Prague, faculty of business administration. I am interested in your exchange program at Copenhagen Business School.

CBS has a great reputation as one of the best business schools in EU and the world. So it will be a

great contribution to my future success.

Being a student of one of the best business schools in Western Europe, I have a great track record. I've worked at a number of places – marketing agencies, radios, even political newspaper in Russia. While my writing skills aren't best, I speak English fluently. So I hope this exchange program will help me improve my writing skills to be on par with my speech.

Overall, I hope to be a participant of this program. This will be a great investment in my education, but also a new source of new great experiences and memories in the capital of Denmark.

19

Dear Sir/Madame,

I am writing in order to apply for the Erasmus student exchange program at the University of Economics in Vienna.

I am a student of third year at the University of Economics in Prague. My major is Taxation and Tax policy. I believe that Erasmus student exchange program is a good opportunity for studying abroad. The University of Economics in Vienna provides a similar major as mine. I can improve my language skills in English and German.

I spend a four-week-long internship in accounting company. Also I worked in audit for one year. I speak German and Spanish fluently. I did a statistical course in R-system and accounting program. Moreover, I participate in workshops which organized KPMG in our university.

The greatest benefit for my participation in the program will be improving language skills, learning more about taxation abroad. It will make a huge contribution for my future career.

I am looking forward hearing from you.

Your faithfully,
XY

20

Dear Sir/Madam,

my name is XY and I am writing you to apply for the Erasmus student exchange program. Now I am a student at VSE in Prague. I would be really glad, if I could spend a semester in abroad to gain some

knowledge and experience.

Firstly, I am just in the first year at school, but I am interested in a program which I study – Corporate Finance and Management. Therefore it would be a pleasure for me to get to know other international economics in the world. Moreover I participated in various international projects, which helped me to understand other cultural habits much better. I have attended language courses to improve my English and German. I like to work with foreign student because it develops my personal skills.

To sum up, I think that the best way how to enhance my new perspective on life is to travel and spend some time with people from all the world. I believe I am an appropriate candidate for this program.

Thank you in advance.

Your sincerely,

XY

21

Dear sir or madam,

my name is XY and I am interested in your student exchange program. I have decided to choose university in Barcelona. I would like to study there for one semester.

I am a student in Prague university of economics focused on economics and management of companies. Right now I am in my first semester. I am interested in this institution because I want to go in my fathers paths.

I think that this is a great opportunity for me for many reasons. Mostly for my improvement in language skills such as spanish and english. I can also see and live in a different culture which can be useful and I'm looking forward to it.

Three years ago I already went to Malta for a month to study english. It was really hepful and great experience.

Sincerely,

XY

22

Dear Mrs. Young,

I would like to apply for the Erasmus. Right now I'm studying at the University in Prague. I love traveling and getting to know new people and culture. When I was at the grammar school in my hometown, I traveled a lot with school as an exchange student. I was in Poland, Hungary, America, Germany, Belgium and Italy. I really enjoy a participation in these projects. Because I think every culture has something special and having a chance to get to know that and being a part of people of that culture is really a great experience. I'm Vietnamese but my nanny was Czech and in my free time I'm learning Korean. So I think that one of the biggest benefits for me from this participation would be finding new friends, getting to know new culture and how it works maybe an opportunity for a good job. Because I really like travelling and in the future I'm not sure if I want to stay in the Czech Republic so this could be a great opportunity for it. I'm looking forward to your answer.

Your Sincerely,

XY

23

My name is XY and I am writing you because I would like to apply for the Erasmus.

Now I study at Economy University in Prague Business and administration. I am interested about the program, because it is a great experience for my future life and I love exploring a new culture.

During my studies at University I worked as an assistant in a big Czech company. I am also a member of a student non-profit organization JA Alumni Czech and I was a participant at lots of European conferences abroad.

My language skills are average. I can speak English at B2 level and also German language at level A2.

I believe that the Erasmus program will be a big opportunity and experience for me. I can meet a lot of new people and learn new things.

Thank you

Your Sincerely,

XY

Dear Mrs. Danning,

I'm writing to apply for the Erasmus at Oxford University. This university is one of the best in Europe and I would like to spend here one semester.

I have many reasons for choosing this university. I have chosen it for its history, professors that teach at this university and its educational system.

Right now I am studying Medicine at Charles university. Next year I should finish it and I would like to get experience in your university. Many great doctors are from Oxford, you concentrate on courses, projects that improve skills for our future job.

Many benefits I could get thanks Erasmus.

Thanks a lot.

XY

Hello,

my name is XY. I'm a student at University of economics at the part informatics and statistic: Mathematical methods in economics.

I'm writing you, because I would like to apply for the Erasmus student exchange program. I would like to study at the university in France because I heard, that they have the best students program for my future studying and work.

In this time I'm working at the office, where I'm using English almost everytime I'm there. I spent my summer in a big company, where I also improve my writing skills.

When I can go study abroad, I'm going to have better opportunities to success at work and continue to study English at the university will be easier.

I hope you chose me.

Best regards,

XY

26

Hello,

My name is XY and I am a student of Informatics at University of Economics in Prague. I would like to join the Erasmus student exchange program and be your student for next semester. I have study experience in web development, databasis, XML, Java, Information systems. I also have some personal work experiences in web development. I can speak Czech and English and a basic German. The reason I decided to go on Erasmus is to get more knowledge and experience, to get the new line of sight on things. I have lerned, to know how they teach it somewhere else and to improve my English. The reason I chose your University is because I thing it is the best in Europe for Informatics and therefore I can get most of it.

Best regards,

XY

student of University of Economics in Prague

27

To: The main office of the Erasmus student exchange program

From: XY

Topic: Applciation for studying abroad

Date: 24th of September 2015

Good afternoon,

I have decided to write you in purpose of studying in European university. In my opinioin, it is a really great chance for me, because I am really interested in this program and I can proove it.

At the beginning I would like to write what I am learning now. I am a student of VSE university in Czech Republic, exactly I am studying economics. Secondly, I would like to say what is the main interesting part in the particular institution for me. I believe, that it is a great experience, I will be able to improve my english to meet necessary people. I will be able to take new skills.

What can I suggest: I am really interested in this course and one more thing: I like to work.

28

Dear Sir or Madam,

I would like to apply for the Erasmus student exchange program at the University of Cambridge.

My name is XY. I am 23 years old. I am studying the Corporate Finance and Management at the Faculty of Business Administration at the University of Economics.

The reason why I am interested in the University of Cambridge is that I would like to spend longer time in England, meet new friends, get new experience and improve my English skill.

I worked as a LG promoter promoting their 3D television and their passive 3D technology from 2012 to 2013. In these days I teach student Czech and Mathematics. I can speak Czech, English and a little German.

I enjoy learning new things and helping other people and so I hope I will be useful to your company.

Yours faithfully,

XY

29

Dear Sir or Madam,

my name is XY. I am writing you because I am interested in the Erasmus student exchange program at your university.

I am studying at the University of Economics in Prague and right now I am in the fifth semester of bachelor degree. I am a student of Banking and insurance at the faculty of finance and accounting.

I would like to study at your university because I have heard a lot of good references about the university. I am interested especially in the program Business studies because it includes all of my main subjects at my university.

I studied at language school in England last years where I got a certificate B2. I also worked at summer camp in the USA this year where I could improve my English.

I think that participation in my program will help me with my English, learn about different culture and that I will meet a lot of interesting people from all over the world.

I am looking forward to your answer.

Yours faithfully,
XY

30

Dear Mr/Mrs,

I would like to apply by this email for the Erasmus student exchange program at University of Umea. Actually, I study the Economics policy program at University of Economics in Prague and plane to graduate in September 2016. The subject of my interest allways was Sweden wellfare state system, that's the reason I want to take unique courses at Umea to have enough knowlage to finish my thesis this topic. I feel completely prepared for exchange after I already finished about one in Norway during my bachelor studies. I can speak English fluently and I got B2 certificate in Swedish exame last month.

In case you choose me I will be able to finish my thesis, deepend my knowlage and be ready to apply for PhD studies where I want to continue in research.

Yours Sincerely

XY

31

Dear Sir or Madam,

my name is XY and I would like to apply for the Erasmus student exchange program at the Unicorn university.

I'am on university of economics in Prague and I'm studying informatics and statistics.

Unicorn university is one of the best universities in informatics technology. I'm very interested in equipment on your university.

I would like to write something about me. I have work as aplications tester. I'm in third-year on my university. I have fluent English.

It will be good experience for me. I would like to use this experience in my future live.

Yours sincerely

XY

32

Dear,

I am writing this email to you, because I am interested in the Erasmus student exchange program.

My name is XY and I am studying the university of economics in the Czech republic. I am studying international relationships—tourism, there I am in the third-bachelor year.

I like this institution for exchanging and I am interested in it, because it is a perfect experience to be better in languages and to see new country, people, culture, and their lifes.

I didn't work to much, because of my school, but I want to work and acheap a new skills. Untill now I work as a hostess and as an assistance in tourism company.

Now I am still a student in bachelor year, so that's now my goal.

It's important for us to be better in English and have more experience and that's what expect from this exchange – to get better my skills and final my school with them.

Thanks for reading

Yours sincerelly

XY

33

Dear Sir or Madam,

my name is X and I am very interesting to study at Foreign university in Europe. I prefer english speaking countries where I can improve my english.

I am studying at University of Economics in Prague, bussines administration and management.

I am studying this school already for 4 years and I am working for all the time as a HR specialist in one Prague company. I have been also in New Zealand. For one year, where I was working and trying to improve my language skills. I am learning english language just for 5 years so the biggest benefit will be for me to improve it and also visit new places and find friends.

Best regards

X (first name only)

34

Dear Mr. Copeland,

I am writing you this email to apply for the Erasmus student exchange program at London School of Economics. I would like to spend a semester at your university.

I am studying in Prague at the moment at a well known university called VSE. The main focus of the school is to teach its students to use economics in every day scenario.

I would like to study at your university a programme called business and management. In the past two years I was helping my father at his business company. I learned a lot from that and in order to help the company even more, I would love to broaden my knowledge in the business and management area. Also, when I was at the high school, I was part of a project that helped English native speakers in Prague out, so my level of English is really good.

I would be honored if I could spend a semester studying business and management at the London School of Economics because I am sure that it would broaden my knowledge in the area.

With best regards,

XY

35

Dear Ms. Young,

I am writing this email as a formal application to the Erasmus student exchange program. I am now in second year of studying computer science in VSE university and would like to spend my Winter semester of the 2016/17 school year as an exchange student in the University of Information technology and economics in Goethesburg, Sweden. I believe my education would greatly benefit from this program since the university in Goethesburg is among the highest rated institutions in the world in computer science education.

I hold the Cambridge certificate in advanced English and also have a lot of experiences with student exchange programs, for I have worked two years as a coordinator in the Aisec program in Prague.

Thank you for your consideration.

XY

36

Dear Oxford university,

My name is XY and I would like to apply for the Erasmus student exchange program at your university – the university of Oxford. I recently started studying at the university of economics in Prague. My specialisation is tourism simply because of my love for the Earth and travelling in particular.

The knowledge of mine is based on my studies at the Pripotocni gymnazium. I have got no experience with working or in an English-speaking country, but I hope, that it is not a problem at all.

I am sure, that I will benefit from my possibly forthcoming participation in the program. Your university is one of the best universities in the world with an outstanding educational program, so it is obvious, that I will end up as a more educated and better person.

I look forward to hearing from you.

XY

37

Dear sir or madam,

I am writing you because I would like to spend the next semester at the university in Lisboa. I've heard about Erasmus and I think that this is a big chance for me study abroad. Now I am a student of University of Economics in Prague, Faculty of business and administration.

The reason why I would like to study in Lisboa is that like meeting new cultures and people. Also I would like to see the difference between czech and portugese school system. The last reason is that I would improve my language skills and then I would have more work opportunities.

I would be very happy if I would be participated in Erasmus programme, because it would be a very good experience for me.

Best regards,

XY

38

Dear Sir or Madam,

my name is XY and I would like to apply for the Erasmus student exchange at London School of Economy in London. I study at University of Economy of Prague and my field of study is Business Administration.

I find my studies very interesting and I would like to gain new knowledge and experience at different school abroad. I have chosen the London School of Economy because in my point of view it is one of the best economic schools in the world and I assume that the school enables me to get experience.

Currently I work as a project manager for an international company and I study the third semester at University. I do not have problems in communication in foreign languages such as English, French and German.

I believe you will not make a mistake by choosing me. If you have any questions do not hesitate to contact me.

Your Sincerely,

XY

39

Dear Madam or Sir,

I'm writing in case of application for the Erasmus exchange program. I would like to study at university in United Kingdom, especially in London. Currently, I'm studying at University of Economics, at the Faculty of Business Administration. My main subjects are economics, management, marketing and psychology.

I would like to study in UK because I would like to improve my English and my skills to study in different country with different culture. I have visited few English courses in private school, on different levels. Now, I'm studying at University Business English for economics at C1 level. I also visit a conversation class at B2 level. My second language which I know is German. I'm visiting classes at B1 level and also sometimes take individual lessons with my private teacher.

I have very good organization skills, I have been managing few exhibitions and I also published few articles into student magazine.

For me, Erasmus will be very good opportunity to improve my english and my other skills.
I'm looking forward for your answer.

Your Sincerely,
XY

40

Dear members of foreign European university. Let me introduce myself. My name is XY and I am writing to you because of Erasmus program. I would like to attend your university for one semester only. In presence I am studiing The University of economics in Prague with economy as a main field of study. Attending your university would have supportive karakter for my business. My language skills will be sufficient. I am interested in studies witch include informations about black markets, grew economy and/or our market.

I have vast knowledge in fields listed above, especially years of experience in our “export” to Russia. My russian is near native speaker level. I have also taken countless seminars on legal problems and their solutions.

41

Dear sirs,

my name is XY and I would like to apply for the Erasmus student exchange program at a European university for example in Spain or England. Now I'm studying at Economic university in Prague in Czech republic. I'm studying economics and management there. I am glad to studying here because I really like it and in the future I would like to be a good manager. Unfortunately I don't have any experience in courses, training and projects. I only work as a waitress in a hotel restaurant. I speak english, and spanish and little bit german. The reason why I want to attend this Erasmus project is mainly because I would like to improve my english or spanish or learn a new language if it is possible. Also I would like to meet some new people, learn a new culture habits and try to live on my own in another country. Thank you for your answer.

Your sincerely,

X (first name only)

Dear Sir/Madam,

My name is XY. I am writing this motivation letter due to my wish to study at your university and become a member of Erasmus exchange program.

I am currently studying at the University of Economics in Prague, Czech Republic. The name of faculty is Faculty of Business administration, specialization: Business Economics and Management.

I am interested exactly in your university, because I have heard a lot of positive reviews of it. Also this university is placed highly in the international ratings, has excellent reputation and gives great opportunity to enreach not only language skills, but communication skills as well.

My language skills in English are now good enough to study at your university. I attended courses of English for the level B2 one year ago and after that I used English in my job. I have been working as a night receptionist in hotel. Moreover, I have English language lectures in my home university. Unfortunately, I haven't participated any proficiency test till now, but this won't wait longer.

I would really like to become an exchange student because this will help me to improve all the skills that I have, to gain some experience in communication, to get acquainted with new people, to know your country better and to bring profit to it and to your university as well.

Waiting for your answer.

Best regards,

X (first name only)

Dear Sir (Madame),

my name is XY and I am writing you to apply for your Erasmus student exchange program.

I am a third years student at University of Economics in Prague. I study taxation there in program called Finance and Accounting. I also study French language which I really love.

I would like to use your porgram to get at University in France, especially in Paris, and spend there one semester. This can be a chance ang big opportunity for me make better my French and also get to know with their accounting and taxes system. I hope this occasion help me in my future job.

I will be very glad to hear back from you.

I also add my CV under this email.

With best wishes,

XY

44

To whome it concerns,

my name is XY and I'm twenty years old student and would like to be part of Erasmus in Italy.

I study at Unviersity of Economics in Prague, exactly business economic and management. Between my general subjects are management, statistics, economics and accounting.

I am really interested in this exchange, because I love meeting the new culture and habits. I study Italy language for 5 years, but I would like to improve my skills with native speakers.

I have a lot of experience with work in United Kingdom, specially in Great Britain and Ireland. I used to work there as a bartender. I hope, that my English skills are quite a good, specially speaking. I have a lot of experience with team work as well. I am optimist, inteligente, funny, hard working girl and responsible.

The general reason, why I want spend my semester abroad is, that I bealive, that the experience are mostly important that education and I can be stronger to future life.

Thank you for your time.

Best regards

XY

45

Dear Mrs. Smith,

I have been writing you because I would like to apply for the Erasmus student exchange program. My name is XY and I have been studying VSE in Prague. I have been studying International Studies it means International Business.

I am interested in your institution because it offers a nice study place with a good reputation and perfect teachers.

My study experience are not huge, but I like to learn myself something new. I was in Norway in the training course and I take part on a summer school in Germany every year. I can speak English and

German and I have been studying Russian and Spanish too.

I think that it will be really useful to spend a semester in abroad. I have been planning to work as an assistant in a huge firm after that and it may help me to get this job and get better my CV.

I am looking forward to your reply.

XY

46

Dear sir or madam, my name is XY and I'm writing you because I would like to spend the next semester (spring 2016) at your university in Barcelona. I am student of University of economics in Prague, concretely of Faculty of business administration. Now I'm studying my third semester here.

The reason why I would be glad to study at your university is that subject "Management" on your Faculty of economics is similar to my present subject. Furthermore, I've been studying Spanish for seven years, so it would be a great chance to improve my spanish directly in Spain. I also really like your culture, spanish people and so on, so I would be really haplpy if I could spend some time in Spain.

Thank you for execution of my request.

Your sincerely,

XY

47

Dear Mrs/Mrs.....,

my name is XY and I would be really appreciated if I could join your Erasmus exchange program this year. The reason why I am so excited about your porgram is that it is sure the best way how to improve my language skills and to find new foreign friends.

I am studying at the University of Economics in Prague, law and interpreneur. My working skills are quite rich. I have tried a lot of different jobs. For example paper work, fitness training, doing research, in other words CAT, and so on. On the other hand I prefer school to work and that is the reason why I am working only on my free days.

My language skills are at good level but it could be better. I can speak german, english and spanish.

My opinion is that your program will bring me a great opportunity to improve my language skills.

I am looking forward to hearing from you.

Best regards,

XY

48

Dear Sirs,

I am writing to apply for the Erasmus student exchange program at your university. My name is XY and I study at University of economics in Prague, exactly business. I would like to express my interest in the exchange program because I really want to step up my english skills. I studied business academy – international trade and successfully graduated. I also have a work experience since I have been working in supermarket and restaurant. I also attended a lot economic course which helped me a lot.

Thank you for your time.

Yours faithfully,

XY

49

Dear Sir or Madam,

I am writing to apply for the Erasmus student exchange program at your university, because I would like to spend a semester here.

I am studying Business and Management at University of Economics in Czech Republic.

The reason why I am interested in your program is that I would like to improve my language skills by new projects, courses, meet interesting people and get an experience, because I have never study like that abroad before.

I think I speak English quite well and I have also learned French language. I had been on special

course in England last year for two weeks with my grammar school and I worked as a cook in London these holidays for one month.

I would definitely appreciate the opportunity to participate in the program, because I could be for me a big movement forward.

Yours faithfully,
XY

50

Dear Mr. or Mrs., I am writing you because I would like to apply for the Erasmus student exchange program. I would like to spend a semester at Sorbona University in Paris. I am an economics student at VSE Prague and a law student at UK Prague.

I am interested in Sorbona University because it has long history and great tradition in both fields. I have a lot of study experiences considering VSE is my fourth university.

I speak English fluently and I have a good level in French too.

I think Erasmus would be a great experience and would definitely help require a job in the future.

Best regards,

XY

51

Hello,
my name is XY. I am coming from Vietnam. I am writing this letter because I would like to participate student program the Erasmus. I am studying University of Economy in Prague. My studying field is Business economy and management. Our main subjects are Marketing, Management, Macroeconomy and Microeconomy. But University of Economy has a lot of fields, so I am learning for example Accounting and Statistics which is not so important subjects for our field, but I think these subjects are very useful. I am working in small company that called 3kont. It is an accounting company and I am doing accounting works for my chief. I hope you will like my email and I am looking forward to meet with you.

Your sincerely,

XY

52

Dear Mr/Mrs.....

I am writing for purpose, that I would like to apply for exchange program at your university. I am studying at Economic university in Prague, especially I am studying informatic.

I interested in your program because I can gain important experience to another study and career. I've worked in big software company so it would be another note in my CV.

I will benefit from language skills in your country and know new people, culture and manners.

There are a lot of projects from which I could benefit.

So this is reason, I've choose your university which has good rating for me.

I am pleased to hear from you.

Sincerely,

XY

53

Dear Mrs Young,

My name is XY and I'm studying at the University of Economics. This year I'm finishing my Batchelor Studies and I would like to continue at the University of London with the Erasmus program. I'm studying at the faculty of Business and I would like to learn more about management of companies.

I have a lot of english courses, the certificate (FCE). I can speak also fluently french. I have been working a tone company at the position of a manager consultant. Before the university I studied at Gymnazium Nad Kavalirkou.

I would like to be a part of your program and learn a lot of new things from business. I'm also looking forward to meet new people.

Sincerely, XY

54

To: Mr. Brain (m.brain@mit.com)

Subject: Application for the Erasmus

From: XY

Dear Mr. Brain,

My name is XY and the reason, why I'm writing this email is simple. I would like to be a exchange

student at your MIT university.

Right now I'm studying the first grade of University of Economics in Prague. The specialization is company management.

I'm interested in your institution because it is the best in what I want, in management. The second reason is that Wonderland is the most beautiful country in world.

I have been working in IT company for two years, so I guess that will help me a lot in following works. I tried almost every position in this company. It was really helpful.

I also have maturity on mathematical gymnasium, where I was learning English for eight years.

In my opinion, this chance will give me a lot of experiences and hopefully I will find new friends and future work partners there.

Best regards,

XY

55

Dear Sir or Madam,

I am writing you because I would like to apply for the Erasmus student Exchange program at your university. My name is M. I am 23 years old and at the moment I am studying at the university of economics in Prague and my field of study is arts management.

I am very interested in this project especially if I will attend your university. Without a doubt that would be one of my biggest experience in my life.

I work in a travel business in the hotel in the centre of Prague. Together with my study of arts management that is why I like meeting new people, habits, and cultures.

Finally I have to say that I would like also represent myself, my country, my culture and my university.

I hope this project could be profitable for everyone.

Best regards,

XY

56

Dear Mrs. or Mr.,

I am writing you because I am interested in your Exchange program offer.

My name is XY. I am studying at the University of Economic at Prague. My faculty is Faculty of Business administration and my speciality has same title—Business administration.

I heard a lot of incredible information about University at Geneva. So I would like to try study your student program.

I am working at big international company. I am working like accountant assistant. It is very good experience, because I have to speak English, Czech and Russian. I make international invoices and pay for our invoices in a lot of currency. So I have to be very careful.

I hope, that I will benefit from my participation in the program because I will improve my language

skills and learn a lot of new thing.

Your sincerely,

XY

57

Dear Mr. Smith

I'm writing to apply for the Erasmus student Exchange program. My name is XY. I'm from Russia, but now I'm studying in Czech Republic. Currently, I'm a student of High School of Economics in Prague at first faculty „Finance.“

I'm very interested in studying at your University. It's a very good opportunity to spend one semester in USA. I would like to improve my English and receive some experience to get a better job in Czech Republic.

I have been studying English since 12 years old and have an Intermediate-level certificate. The Erasmus program for me is a chance to speak to native speakers and meet a lot of students from different countries. I'm working in a hotel on reception and use English every day, but it's just „working language“, same words to different people.

I would also like to know more about the education system of USA.

I would like to be grateful if you give me a chance to study in your University.

XY

58

Good morning,

my name is XY. My plan for next year is to join an Exchange program in London's University. I have chosen it, because I like education in English and it could be for me a good way to improve my speaking skills.

In present I'm studying High school of economy in Prague, I'm in 3. semester. As I wrote, I would like to be better in English speaking and writing. That's why I choose London's University, because it's on the top rank in universities over the world.

If I have to say something about my work experience, I was working in a pub in Prague. We have been speaking with foreigners and so on.

But I still think, there's so much to improve and I want to be better.

I would be grateful if you will help me.

Have a nice day,

XY

59

Dear Sir/Madam,

As a student I am very delighted that there is such an option to gain new experience as Erasmus student Exchange program. In this email I would like to express my reasons for choosing to participate in this program.

My name is XY and I am a student of Law at Charles University in Prague and Finance & Diplomacy at University of Economics in Prague. Joining University of Leiden for one semester would not only broaden my horizons but would make me happy as well.

The level of European Law program is definitely one of the highest in Europe. Letting me be part of your institution would be a major benefit to everyone. Having gained some experience by working at the Comparative Law Center at Charles University, mainly focusing on European law, could make me the right person to join your community, as well as my language skills. I am learning English, German, Spanish, Russian and French.

Would beg lad to hear from you.

With Regards,

XY

60

My name is XY and I'm writing you because I would like to join erasmus program for winter semester next year. I study business administration at University of Economics in Prague but I'm originally from Slovakia. I would like to study in Italy because I like that country so much. I think that university in Rome is a good choice for me because courses ther and at university in Prague are simillar.

I decided to join erasmus program because I think it's an amazing opportunity for me to have new experience for life, make new friends from all over the world and improve my language skills. During my semester abroad I'd like to study in english but I hope I can get better also in italian. I've studied italian for 1 year so far. I hope I will have chance to be an erasmus student at your university.

Thank you for your answer,

XY

61

Dear Sir or Madam,

I am writing this email in connection with applying for the Erasmus Exchange program that you offer. Currently I am studying on the Faculty of International relations on the University of Economics in Prague, and I would be really grateful, if I could spend this winter semester here in Huddersfield.

I looked up some information about your school and the Exchange program, that you offer, and it got me really interestit. Your school has one of the best references in the United Kingdom between universities of this kind.

I already have participated in one student Exchange with my high school 2 years ago in Italy and I received an europass. Our school type of english graduation was on the level B2, so I would say, that

will not be any problem with speaking or understanding. Also, I had a summer job in a hotel reception and I was in contact with foreign language speaking people almost daily.

I consider myself as a hard working student, I am not afraid to learn new things and do something extra for this opportunity, and I would be really grateful if you allowed me to have a chance like this, because it would help me to get a better job in a future and also it would make me a big plus in school now.

I am looking forward to your answer.

Kind regards,

XY

62

Dear Mr/s XXX,

My name is XY and I'm writing you because I would like to apply for Erasmus program. At the moment I'm studying applied informatics at University of economics in Prague.

I'm interested in University of economics in Goteborg because it is similar to my school and because I like the country and I would like to play floorball there.

My high school was private IT school located at Prosek. Currently I'm studying VSE in Prague—applied informatics. My english is probably on level B2/C1 and I know basics of german language. I'm working as an intern in Pricewaterhouse Coopers CZ.

I hope I will improve my english to another level and I'm quite sure that I will find new friends and maybe even some contacts that will help me with my career.

Thank you in advance

Best regards

X (first name only)

63

Good morning!

My name is X. I'm from Russia. Now I am studying at the University of Economics at the Faculty of Finance. I'm second year student. In this letter I would like to apply to the any English university for spending a semester there to Exchange my experience and learn something new from English culture. I'm native speaker of Russian, I also can fluently speak Czech and English.

I was dreaming to visit England during all my life, and now I'm so happy that I have this chance.

I'm ready not only to study in England, but also to work, maybe like volunteer. I have already skills working at the financial fiend (at the Russian company „Gazprom“). I believe that I have enough knowledge to change my experience with other students in England and help them to know something

new about my culture.

Thank you for your attention readed my motivation letter.

64

Dear Sir/Madame,

my name is XY and I would like to apply for the Erasmus student Exchange program at Lubljana university of economics. I am in a 3rd semester at the University of Economics in Prague and I'm studing Management there.

The Lubljana university offers a lot of side programs that I am interested in. Slovenia is also not that prefered country, so the institution won be overcrowded with Erasmus students—which means that I could have more attention for the studies by proffesors.

I have the FCE certificate. I am speaking fluently Czech and I have been studying Russian, so I would also be able to understand the Slovenian language more less.

The benefits I could get from this program are that I would be able to practise languages. I would get in touch with a political/economic system and with the culture of the another country in EU.

Thank you for reading this letter.

Sincerely,

XY

65

Dear Sir or Madam,

my name is XY and I am writing you because I would like to participate in an Exchange program called Erasmus.

I am a student of the University of Economics in Prague and to be more exact, I study on the Faculty of Business Administration. I would really like to be a leader of a firm some day, so I have chosen this faculty because of its quality in preparing its students for their future interests.

I successfully graduated in Liberec last spring. I attended grammar school and I think that it prepared me really well for my future studies. I have studied the school for eight years as a student of perennial school system, so I have been studying English since the start of the grammar school.

Participation in the Erasmus Exchange program could improve my English conversational skills and it could give me a great expirience of living abroad.

Yours faithfully,

XY

66

Dear, Mr. Fiala

I'm writing to you in order to apply for the Erasmus student Exchange program at Cambridge university. Now, I am in the third semester of studying at the faculty of Business Administration at the University of Economics in Prague and I would like to apply for Business classes you offer for one whole semester.

I have CAE-certificate in advanced English but I would like to improve my speaking skills. Also, I work for a big company in customer service department so I am very communicative, patient and responsible. I attended customer service training as well as sales and logistics trainings.

Hopefully, I would develop my knowledge in business and language by studying at your university.

If you consider me as a good student for your University, don't hesitate to let me know.

Thank you

Yours sincerely, XY

67

Dear committee

Currently I'm a student of the University of Economics in Prague, faculty of international relations. The main reason why I chose this particular University is simple—it provides students with great opportunity to take part in various exchange programmes and therefore spend one, or even two semesters at foreign university. It has always been some kind of a dream for me to live, even for a while, in Barcelona. Local university of „Relacion Internacionales“ offers probably the best education that one can possibly get in whole mediterranean region. If I would go there, I could acquire many skills concerning the language, in addition to broaden my knowledge of the subject of international relations. I've been studying Spanish at my former high school and also obtained certificate at L1 level. This year I passed my CAE exam as well. I hope you'll support me in my endeavour to evolve personally and be more „educated“ human being. Yours sincerely,

XY

68

Dear Mrs. Novakova,

I am writing you to apply for the student Exchange program at the university of Granada in Spain.

Firstly I would like to introduce myself, my name is XY, I am 23 years old and I am studying at the Economics university in Prague, our main study program is based on the Business Administration.

I am interested in studying in the Granada university because they have one of the best economics study program in Europe and it is also one of the best universities in Spain.

I have studied Spanish for 7 years at the bilingual school in Prague and I also had several part-time

jobs at the Spanish Embassy so I think I have the required skills for this study program. I also think that it is a great opportunity to develop my language skill and the knowledge about Economics.

Best regards
XY

69

Dear sir, dear madam,
I would like to introduce myself. My name is XY and I am the student at the VSE. I love exploring the world and taking new challenges to test my limits. That is why I decided to contact you to join your program.
As I wrote above I am a student in the 3rd semester of „Podnikani a management“ at VSE. A lot friends of my had participated your Exchange student program and they strongly recommended for me. This is the reason why I believe that participating your program is the right choice. I am a big dreamer, a creative thinker and a hardworking workoholic. In my past I have been working for companies like Raiffeisen, Vodafone or Nexum. So I think I can apply a lot of my skills and experience in your program. I hope you will find my application suitable for your program. I am looking forward to your response.
Best regards
XY

70

Dear Sir,
I am writing this email because I am really interested in studying at your university as an Erasmus student. My name is XY, I am a student at the University of Economics where I study International Business (this is my second year there).
I would like to study at your university because I am keen on French and I want to improve my French language skills and also know new mentality, culture, traditions, etc.
I have already mentioned that I study 2 years at university in Prague where I obtain a really good knowledge and skills. I also participate in student club about project management that helps me develop not only the theoretical but also the practical part of my studies. I am interested in diplomacy (maybe I want to study it as other specialization), so I attend in some conferences (especially about human rights). My language skills are quite good, I speak Spanish and English fluently, and I also study Italian, French and Chinese.
In conclusion, studying at your university could be a great experience for me, I could improve my language skills, know your culture, learn many information at one of the best European universities. I hope that I am the right person for you and that I can also bring you some positive influence.

Sincerely,
XY

71

Dear Sir or Madam,

I am writing to you about applying for the Erasmus Exchange program at the Munich university in Germany.

My name is XY. I am 22 years old. At the moment I am studying Accountings at the University of economics in Prague.

As far as I can tell, Erasmus exchange program plays an important role in us. It helps us to change our life, even in a short time. There, in a foreign country we have an unique opportunity to learn new things, such as cultures, traditions, etc. Meeting new people, getting new experience have to be mas well. Therefore, I would like to apply for the Erasmus to open my mind in an other word, especially in Germany.

As for my relevant work, I have been working for GE Money Bank for six months. I also took many courses in German language, offered by native speakers. Apart from that, I have FCE and I also know a little bit Chinese.

There are all the reasons that I have been writing you.

I am looking forward to your response.

Yours faithfully,
XY

72

Dear Mr Frank,

My name is XY. I am writing in connection with Erasmus student Exchange program. I am studying in High School of Economics in Prague. The name of my (Faculta) is Finance and Accounting. I would be happy to take a part of your courses, and I'm very interested in National university of Toronto, Canada.

I would also like to inform you about my language skills. I was studying English course in the International Language School in Toronto for 2 months. It was wonderful exprience for my life. More than I communicated with people around the world and It was a good personal training for me.

Than I had some work experience. I was working in the International Company of Oil, where my father is working now. I had good practics of my English.

In conclusion I should say that I am opening for new projects and experiences of my life and I tis very important for me to study in your university.

Kinds regard,
XY

73

Hello Ms. Young,

My name is XY. The reason that I am writing this email is let you know about my purpose, my motivation to spend a semester in your institution. I would like to apply for Erasmus student exchange program at your University.

I am studying Corporate finance and management at University of Economic at Prague. I am interested in your institution because there is many students from many countries from the world. I really like the studying programe that can help me to improve my skills in business like management. I have worked in a small corporate in my country, I my work was about planning strategy. I worked on my own projects, too.

So thank you for apply for Erasmus programe

74

Dear Sir/Madam,

I am writing you because I would like to spend a semester at Erasmus student Exchange program in University of Barcelona. My name is Xy, I live in the Czech Republic and now I am a student of University of Economics in Prague. I study Economics and management second year. I am really interested in meeting new people, new culture, learning new languages. For me it wouldn't be any problem to be alone in foreign country, last summer I was as a voluntere in Turkey. I had to look after a group of children, so I am very responsible person. I have also been a scout for ten years. Scout learned me not to be selfish and like meeting new people. I wouldn't have any problems to be friend with other students. My English is on level B1 but I would like to improve it and also like to start with spanish. For me the program would be a great opportunity

I would be very thankful for your answer

XY'

75

Dear Mr. Miller,

My name is John Smith and I'm 21 years old. The reason why I write you this email is simple, I would like to attend your university with help of erasmus.

I'm a student at University of economics in Prague. I am a student of second grade on Faculty of international trade.

You may probably ask me, why I want to study at your university. The reason is, that I spent a year in Germany and I want to improve my language skills.

I speak german language (C1 Goethe-institute certificate) and english (FCE exam). This year I started to learn russian language. As for my work experience, I worked in Skoda Auto company one year.

In my opinion is this program a great way, how to improve my language skills and how to meet new friends.

Could you tell me please, What's necessary to do to be successful? Do you need some special documents?

With regards John Smith

76

Dear Madam/Sir,

my name is XY and I study statistics and econometry at University of economics in Prague. I would like to apply for possibility to participate at the Erasmus student Exchange program.

I wish to try study in Germany, exactly at University in Munich. I learn German since elementary school. I graduated in German without problems. I also took a few languages courses directly in Munich.

I want to try study in city, which I know and learn more about city, life in them, whole country and about his history.

I want to try also other learning methods in statistics and econometry.

Your sincerely

XY

77

Dear Sir or Madam,

I am writing to apply for the Erasmus student Exchange program to spend a semester at your university.

My name is XY and currently I am studying at University of Economics in Prague. In this time it is my third semester at this university, I study taxation and tax policy at the faculty of finance and accounting. The main reasons why I am interested in your institution are: the language—the possibility to get better in my English, to know another culture, to meet new people and also the possibility of comparing two universities from another countries.

I have no more study experiences and that is the reason why I would like to know your university. It could be challenging. I can speak English, German and Czech.

The greatest benefit from my participation would be experience.

Kind regards,

XY

78

Dear Mr.....

My name is X.... I am student of Economic University in Prague and I study at the Information

and Statistic faculty. I have a good possibility to apply for the Erasmus student Exchange program at a European university and I'd like to use it.

In my opinion it will be a great experience in my life and I think it helps me to find something new about my study.

I like meet new people and to collaborate with them, and I think it gives me chance improve my language skills. The main reason why I want to use this program is to take an experience, which will help me find good job in my future.

Thank you,

X (first name only)

79

Dear sir/madam,

my name is XY and I would like to apply for the Erasmus student Exchange program at your university for one semester.

I am 20 years old student from the Czech republic, currently studying at the University of Economics in Prague. I have been studying at faculty of Business administration for 2 years.

Your institution offers many opportunities to study business fields. Moreover, the high level and the best quality of language offered by your University are one of the main reasons why I chose to apply for this program.

I have already worked in a business field as an assistant, so I gained useful experience for my life. I also was able to do a certificate FCE. I also speaks French on the level B1.

I am reliable, communicative and hardworking. I would be really grateful if you take my application into consideration.

I am looking forward to hearing from you.

Best regards,

XY

80

Dear Sir or Madam,

my name is XY and I am writing to you due to the option to study a semester in the Great Britain. At these days I have been studying the University of Economics in Prague, especially Bussiness Administration.

I would appreciate if you provide mean opportunity to study at your university. I tis known, that your studying program belongs to the best programs in the world. It would be such an honour to attendance classes there.

My first foreign language is English and I have been studing English for 13 years. I like English, so I take special courses of English in my free time—for example conversation or Business English. I have also spent 3 months in the US and have improved my language skills.

If you accept me to your program, it could give me worth experience and also help me in my future career.

If you need any further information about me, please don't hesitate to contact me. I would be pleasure to provide them to you.

I look forward to hearing from you.

Yours sincerely,

XY

81

Good afternoon,

I'm a student of the University of economics right now and I would like to apply for the Erasmus Exchange program.

At this time, am I studying in 3rd semester in the business administration faculty, business and management. I have been interested in the English language more over than ten years and now am I at B2/C1 level. It would be really helpful to be a participant of this program for me.

I'm 20 years old and traveling is one of the thing, that I love. I realy enjoy to learn new cultures and habits. I also need to get better my skills of English and my life experiences. This exchange program in the Great Britain seems to me as the rearely chance.

I would like to be a part of organization Erasmus and help to inform other students about these great opportunity. I will be waiting for your answer.

Your sincerely,

XY

82

Dear sir or madam,

My name is Xy. I am writing to you because I want & go study abroad. And I want try Erasmus student exchange program.

There are some reasons, the first is that I want improve my English skills. I think it's best how I can prove my English skill. The second reason is, that I want be able to speak with anybody in the world. Than I want discover some new cultural and business habits. And the most important reason is that after school I would like work abroad and this is the best way, how I can get some experience.

I study VSE, ponikohospodarska faculty, management. I have studied English from my childhood, I attended courses.

For me it's important, because I gain the experience, that I need to improve my English skills. I am looking forward to your answer.

XY

83

Dear Sir or madam

My name is XY and I write to you because I would like to apply for the Erasmus student Exchange program at the university in Amsterdam.

I am a second year student at the university of economics in Prague. I study at the faculty of Business administration.

Reason why I want to use your program is that I want to improve my English and want to know the culture of the Netherlands. Also I would like to meet new people.

I have learnt English for 10 years. Last two years, I studied Business English so I have basic knowledge of finance, marketing terms in English. I cooperate with a AISEC group.

I would like to use your program because I hope that it will improve my English and give me many skills which will help me to find a good job in future.

Your sincerely

XY

84

Dear Sir/Madam,

I am writing to you in order to require for the Erasmus student Exchange program. My name is Xy and I am a student of the University of Economics in Prague where I study International Trade on the Faculty of International Relations.

I would like to apply for the Erasmus program at Humboldt's University in Berlin. I am interested in this institution because I always wanted to study abroad and to study in my favorite city Berlin would be pleasure for me.

I have also study experience with both languages which I should be able to understand in the German environment. I have also participated on some German study courses in Berlin.

I think that the opportunity to study at Humboldt's University would bring me a lot. I would improve my English and German because subjects are tested in these two language. I would also meet the new culture.

Thank you for reading my letter.

XY

85

Dear Sir/Madam,

I hope this email finds you well. I'm writing to you in order to apply for the Erasmus student Exchange program at a European university of Madrid and planning to spend the whole semester over there.

Currently I'm a full-time student at University of Economics in Prague getting my minor in

management. I've read that University of Madrid has a very extend management courses which I would like to participate in order to complete my Diploma work and get some international experience.

Nowadays, I'm working on a particular subject in a field of managerial skills and aspect which influence on the employees attitude at work in a big corporations widely. I do really hope, that a semestr at a hard studying and personal research system will help me to finish my work and also gain an international relationship building with the students and teachers from the university of Madrid. The level of my spanish language is very high.

Thank you for your attention and time spent on reading this email.

Your sincerely,

XY

86

Dear Mr or Madam

My name is Xy. I am 22 years old and come from Czech republic. I am writing to you for I have always wanted to gain much needed experience by studying abroad. Currently I am a third year student at the University of economics in Prague I study business economics and management at the faculty of Business administration.

I am most interested in studying and participating in activities held by your fine institution. I tis an amazing opportunity to get to know more people and their culture.

Currently I work as a project manager in an advertising agency. I have been working there for well over four years now. I also have the certificate of Business English.

Language wise I dare say my english is on a very good level. I also speak german and russian although rather poorly.

As mentioned above, I hope to gain much needed experience by participating in this programme.

I am looking forward to getting reply.

Best regards

XY

87

Dear all,

My name is XY and I am writing you because I would like to participate in Erasmus at Cambridge University.

I am studying in Prague, where I also live and I am studying first year of University of Economics.

I am interested in Cambridge University because a lot of my friend recommended it to me.

I had been working from my age of fifteen. I sued to do bartender, IT technician and now I program applications in Java. This summer I made my trip to Brighton, I arrived and have set up just one week of staying in some lady[s house, no job. In the end I was renting a flat in centre of Brighton and I was

working as bartender in one of the best bars on the Brighton coast. I made quite a lot of money and improved my English a lot. When I was younger I also participated in some language camps in the Czech Republic, but it is not even worth mentioning.

I will benefit most in improving my English, learning some experience, experiencing the English education system and meeting new people.

88

Dear Sir or Madam

I am writing you in order to apply for the Erasmus student exchange program which I would like to attend the following semester.

Firstly, I would like to introduce myself. Currently, I am a first year student of the University of Economics in Prague. My major is diplomacy, therefore I am interested in studying the same domain on the partner university as well.

Last year I graduated from high school and received state certificate in English level B1. Moreover, I also study French and passed my final exams on B2 level. During the school year of 2013/14 I was a participant in an Exchange program and spent one year in the USA where I lived in a host family and gained language skills as well as useful experience with new culture and people.

In general I am an open person interested in exploring new opportunities and the idea of spending a whole semester in a foreign country excites me and also opens a whole lot of doors for my future life. Attending this program would only bring benefits to my career as a student and future diplomat. It would help me to learn how to communicate and also take part in international projects and affairs.

I am looking forward to hearing from you,

Yours sincerely XY

89

Dear Sirs or Madam,

I refer to your promo on Erasmus-Expo last month, because I'm very interested in exchange programme into Germany.

Nowadays I am studying at the University of Economics at the Faculty of Business Administration.

I am interested in Erasmus programme due to I would like to get experience from foreign university and meet with education system of our partner's country.

I passed school-leaving exam in 2014 on Business Academic Svatoslavova in Prague and now I am in the 3rd semester of Bachelor program. I can speak English and German. I had opportunity to work for Ceska spořitelna 1 year ago. This position was about phone communication with clients and now I'm working M10 Media, where we provide cable TV and internet connection on Moravia.

According to me, benefit from this program would be that I can improve my language skills and study with people from foreign countries.

Yours faithfully

XY

90

Dear Madam or Sir,

I am writing you because I would like to be a part of the Erasmus student exchange program. I am studying at the Economic University at Business administration faculty. I am interested in English and Spanish so I would like to join this languages and study more at the University of South America. Before two years I was in Spain for one month, I passed two English courses on the level B1. I prefer listening and communication in English.

I think that is very hard to talk English on the better level. If we learn English in the Czech Republic. Therefore it is better to study abroad with a native speaker.

I hope that I know new culture, that I will be better at communication because now I haven't got much opportunities to talk English.

I would like to have English on C2 level. It is very important for my future work. It is mainly for many companies to have good English skills or other language skills.

I will be very happy for everyone's answers.

Yours sincerely X (only first name)

91

Dear Sir or Madame,

My name is X and I'm writing you because I'm interested in this Exchange programme. This experience sounds very good and I have never done something like that. I am the person who is not afraid of trying new things but unfortunately I have no time for it. I'm sorry that I'm wasting your time. I go to school every day (of course) but in addition to I work in family business and I can't let it be and be in your programme, my work is very important for all members of the family.

If I haven't got any barrier for the ERASMUS, I'll be lucky to belong to you but maybe later.

Yours sincerely

XY

92

I am XY, I am from the Czech Republic.

I apply for the Erasmus student Exchange program. I would like to spend a semester in another country and be better in English. I am studying VSE in Prague. My field is accounting.

I am interested in the Erasmus student exchange program because this institution is well known and I hope that this program can help me with my English.

I think that my study experience is good because this year is my third year in this university. I have

some work experience too. I work for small accounting company.

93

Dear Sir or Madam,

By way of introduction, My name is XY and I am student of Economic University in Prague at Faculty of Corporate economy and management.

The reason why I am writing this email is that I am interested in the Erasmus student Exchange program. I would like to apply for this Exchange program because it is interesting for me to get this experience.

I am studying English since I am six years old and I would like to practice my English in an English speaking country.

Currently I study mentioned university but I am also working in a chemical company located in Prague where I work as a sales manager.

I think that this exchange program will give me a great experience about how it works in English speaking countries.

I am looking forward to hearing from you.

With best regards,

XY

94

Dear Madam,

my name is XY and I am student of second year on University of Economic in Prague.

I would like to apply for the Erasmus student Exchange program.

Because I am student of economics and management, I found suitable host university in Paris for me.

This program offers me to be better in language skills and look how to go in other parts of Europe.

I am really an active student. The first year of my study I became a member in AISEC and this summer I traveled to Indonesia, where I was a volunteer participant in a project in Indonesia. I presented the Czech Republic and taught students my language. Now, I know how much the internship gave me and I want to continue with study in a foreign country.

I would like to become an Erasmus student because I hope that I can be a good friend for others, I can share my experiences and hard work on me. It can be the next step in my personal life and I really want it. Thank you for your time.

XY

95

Dear Sir or Madam,

I would like to apply for the Erasmus program in order to study at a London university. I am a student of IT at the University of Economics in Prague. I have always wanted to live in London and gotten to know English culture better. That is exactly what the Erasmus program can offer me.

I am a holder of an FCE certificate so I think that my language skill is pretty good. I have worked in a rather large company as a helpdesk operator. This is the kind of job I would like to apply for in London.

The Erasmus program can help me to discover how IT is done abroad, get better in English and, as I mentioned earlier, get to know foreign culture. Thank you for reading my application.

Yours sincerely

XY

96

Dear Sir or Madam,

I am writing to you about the . I am studying finances and accounting at the University of economics in Prague and the next semester I would like to study at your university.

I am very interested at the finances program this university offers. I am in the second year and I do not have any work experience in this field. But this summer I spent three months in London working in a delivery company. About my language skills, I passed the exam B2 in English and I can also speak German. In the past, I worked as a receptionist in a hotel in Mlada Boleslav and also as a shop assistant in Orsay for a while.

I hope that all these informations will help you about the decision about my application.

Thank you for your time and I am looking for your answer.

With regards,

XY

97

Dear Sir or Madam,

I am writting you in connection with Erasmus student program. My name is XY. I am twenty years old student of Economic university in Prague and exactly I am studing business and law. This is my first year studyng at this university and I would like to use every oportunity that this university offers to us. And this is the reason why I would like to take apply for the Erasmus student Exchange program. I think that this is the best oportunity to improve my English. I was studying grammar school and it gave me good base for English language but I want to make it better and I want to work hard for it. And participation in this program would not just improve my language skills but also give me oportunity to explore new culture and meet new interesting people.

Yours sincerely,

XY

98

Dear Sir or Madam,

My name is XY and I would like to apply for the Erasmus student Exchange program. My main reasons for the Erasmus are to know new country (or nation), people and basics of different language.

Nowadays, I am studying at the University of Economics in Prague. I am at the Faculty of Informatics and Statistics. My studying program is the Mathematic Methods at Economics.

I am not exactly interested in particular institution, but I would like at some university of West, North or South Europe. I think that every university in the Erasmus program has own pluses or minuses and I will be please for everyone.

I do not have enough work or study experiences and others. I can speak English and just a little bit German.

I hope that this program shows me, how people live in another country. I would like to have new experiences and it can also be an opportunity to live another way.

Yours Sincerely,
XY

99

Dear Sir or Madam,

I am writing you to apply for an Erasmus program. I am studying first year Tourism on University of Economics on the Faculty of international relations.

I am interested in your institution because of the specialization of your faculty, which is close to my study preferences. I find the specialization on Tourism and Hotels on your faculty very quality and I would like to be one of your students.

I have also some experiences from working in the tourism business in restaurants and cultural festivals. I speak fluently English and German and I am trying to learn Spanish and Russian. I have FCE certificate and I absolute some international work camps. Regularly I participate on a educational project Prague Student Summit which is simulation of important international institutions as NATO or Security Council.

I am looking forward to your email.

Your sincerely,

XY

100

Dear reader,

I'm writing you this email in order to apply for your CEMS student programme – Master of

Management at the University of Sydney, which would be a dream to finish my studying career. Currently I'm in the 3rd grade of Business Administration and Management programme at the University of Economics in Prague. It's been a tough decision for me to choose what would I do in the future during my studies at the grammar schools, but afterall I found myself in leading people, working on projects, meeting deadlines and being very enthusiastic when having determined goals. I'm a communicative person used to work with different types of people what developed my stress-immune character when I start working where most of people give up. Karate and football were my passion for more than a decade, but unfortunately I had to quit them because of health problems. I love to read business articles and newspapers to be up to date. IF I'm accepted, I would like to develop my personal skills and start a new specialization as a project manager. My goal would to restructurarize whole company systems after being bankrupt and implant new effective methods to reduce costs and raise incomes. Thank you for your time. With best regards, XY

101

Dear Mr. Mayer,

I am really interested in Erasmus program that your school offers.

I have been studying University for Economics, faculty of Business Studies and management for two years and this year it is finally possible to study for one semester abroad.

Your school in Hamburg immediately caught my eye. Study plans are so wide so there are many possibilities.

I have been studying German for 6 years and also made final oral exam in high school. Last year I was working in a company as accountant assistant.

This program can help me a lot. I will improve my German and also my knowledge.

Looking forward to your response.

XY

102

Dear Sir, Madam,

my name is XY and I am writing because of my big interest of applying for the Erasmus student Exchange program.

I am a student of University of Economics in Prague, which I strongly recommend to everyone, who likes economy topics or management as much as me.

I have heard that participating in this institution gives you a great opportunity to meet lots of new interesting people or visit many beautiful places, which I was always interested in.

Talking about my personal skills and experiences. There is not much to talk about. And that is

the main reason, why I am applying. I have been to England once when I was 12. Although, it was just a school project, I have experienced a lot there. I have also passed english exam for FCE certificate.

I am looking forward to meeting new people, having fun and experiencing something new.

I would be very gladful to have this opportunity.

Yours Sincerely,

XY

103

My name is XY and now I am studing at the High school of Economy in Prague. I choose to study information technology because I see future in it.

I am writting you because our class teacher told us about you and I was interest in it.

I have finished Maturita exams this year on middle school of Information technologi in Pilsen. I have studied english for 10 years. I am interest in progaming and mainly in Java language. I worked as a tester in progaming company and there I worked in English and Germany application. My level of English is B1 but I want to improve my skills.

I am really interested in it because it new chance for me to rise my English level and learn somethink about progaming or another job.

104

Dear Sir or Madam,

I would like to apply for Exchange student program at University of Economics in London.

I study at the University of Economics in Prague. I have been there for one year. My brange is statistics.

So far, I have been very confident in my English and I would like to improve even more. Also, I would like to get some information about other students in other schools in Europe that study my brange.

I have started some projects with other classmates and teachers and we have had a great success in Czech republic. We want to show others what we do.

I think, that we can share a lot with students in Europe and also learn from each other. We can even see their culture, styl of studying and other inside things and that is a great benefit of this program.

With hope that you will chose me,

XY

105

Dear Mrs.,

I am writing to you in order to apply for the Erasmus student Exchange program at your university. I

would like to spend there one semester. I study at the University of Economics in Prague, faculty of Business Administration. My exact discipline is Enterprise economy and management. The reason why I want to spend some time at your University is that I know how popular it is there and that all students finish the studies there very enthusiastic of all the years there. The University clearly focuses on the quality of lecturing. I have a lot of experience from accounting and some administration work in bank. I have participated in a few non-semester courses alongside the studies and I spend few months in the United States, so my English is at great level. I have some knowledge of French as well. Well, thank you for reading and I hope you will give me a positive response.

Your sincerely,
XY

106

Dear Sir or Madam,

My name is XY and I am writing to you because I would like to spend a semester at your university. I am the University of Economics in Prague's student, currently in the third semester of International Business course. I would very much like to experience studying the Oxford University as it has always been my dream to live in Great Britain for at least a short period of time.

My course is one of the best ranked at the university and moreover I have brilliant study results. In addition I have attended numerous language courses in England and Wales which means my academic English skills are considerable.

I think being part of the EU's Erasmus community would give me a lot of new experience, new contacts and probably even friends for lifetime. I would love to gain that in Oxford.

Yours faithfully,
XY

107

Hello,

My name is XY and I am writing to you about possible erasmus student exchange program. I decided for your university because I think it is one of the best in Europe. I am currently as student at VSE and my faculty is international relations. One of the reasons why I chose our university was because you offer a study program that no one else does. I am very interested in your afterschool activities as well. I would like to participate in tennis and debate class.

I used to debate on high school and I think it improved my speech skills. Also, I have English certificate so communication will not be a problem.

I think that this exchange program at your university will give me needed experience with different culture and I will improve my language skills.

Thank you for your time and I hope I will hear from you soon.

All the best,

XY

108

Good day,

My name is X and I'm writing this email in order to inform you, that I would like to apply for the Erasmus student Exchange program at a London School of Economics. I would like to underline that I am going to spend a semester there. Now I'm studying management and corporate economics at Prague School of Economics. I am really interested in the particular institution because of few reasons. First of all, it is well-known, that London School of Economics is in list of the most prestigious economic schools of the world. Then I have a friend, who finished that school in this year. So I theoretically know its system and the level of knowledges that she has. I have upper-intermediate level of English. I have studied it in school, then at special language school with native-speakers, so now I understand from 80 to 90 percent of what people say in English. That is why I think, that I can manage studying in that language. It is hard to name all the benefits of my participation in the program. I will improve my English, learn a lot of new information from management and economics, find new friends and more.

I hope You will accept my request.

With respect,

XY

109

Dear prof. Davis,

I would like to apply for the Erasmus student Exchange program at your university of political sciences in Amsterdam. I am currently studying my fourth semester in the University of Economics in Prague, with a major in International studies and diplomacy. I have traveled and lived in various countries around the world, speak fluently four European languages, and I have always been interested in International relations, global politics and business.

I have already studied for a semester in Milan, Italy in the same field, with a different Exchange program and participated in several student-lead association conferences in Rome, New Castle, St. Petersburg and Prague.

I sincerely believe, that a semester at your University would greatly contribute not only to my desire to understand the dynamics of European politics on a higher level, but also open many opportunities in my student and possibly also my professional career.

Thank you for your consideration.

Sincerely yours,

XY

110

Good afternoon,

I decided for the exchange program at the university at London.

My name is X and I study at the Economic's university in Prague first year.

I chose management and business economic in my school and I read that there is the same programme at your university. I want to improve my english and my skills in this area because I do not have so many experience and there are more subjects in London.

My only skills are in marketing because I made some logos and web designs for the firms. I was part of my life two years ago so I want to continue in London with marketing and find out more informations.

I think that I a man ambitious person and I like to meet some new people I also spent two months in London last year where I had a part-time job.

I want to recognize people who have skills with business, their minds and find out how different is economic in London and here in Prague.

Thank you for your answer and have a nice day.

XY

111

Good evening,

my name is XY and I'm writing to you in the matter of the Erasmus student Exchange program, as I'd love to participate. I'm a first grade student at the University of Economics, faculty of IT and statistics, attending the social and economical demography.

I'm constantly trying to improve my English language and knowledge and I love to travel and pursue new experiences and I feel like this would be the perfect opportunity to do so.

I don't really have any experience nor have I ever been in any training, but I hope this could be the first step. All I can currently offer is a solid level of english.

I'm sure this would help me meet new cultures, friends and it'd surely open my eyes widely.

I'm longing for your answer.

Have a pleasant day,

XY

112

Mrs Reccurro,

I am applying for the possibility of the Erasmus student Exchange program at the Barcelona's university of economics. I have been studing the university of economics in Prague for the first year.

I m interested a lot in economics because I think that the money, the financial world in general and

the knowledge about the economic is needed to better understanding today's fast world. I would love to take the opportunity to attend the Barcelona's university of economics mainly because of its beautiful city and moreover because of its one of the highest ranking as for the university level of the education. Since the grammar school I have been always taking a part in interesting projects and focused on extraordinary things.

I have also attended the financial courses and the stocks & banks course for two years and moreover I spend most of my leisure time by reading books and magazines about the economics, money, values, etc. At the moment I also attend the English courses to prepare me for CAE exams. I would be very thankful for the possible opportunity of Erasmus student exchange. It would bring me new and valuable experiences.

Yours faithfully

XY

113

Dear Sir,

My name is XY. I am writing this email, because I would like to apply for the Erasmus student exchange program at your university. I am studying at the University of Economics in Prague. I am from Russia, but I always wanted to study in Europe, so I would get new experience. My faculty is International relations. Your university gives opportunities for such students like me, who are more into art, but have to learn about finance, situations on the market and so on. I graduated from Art school a few years ago and this is my only experience in creative field. Participation in the program will help me to develop my artistic skills. I think St. Martin's is the best university for free-minded aimed people. I would like to thank you for giving such an opportunity for young generation and I hope my dream will come true.

Best regards,

XY

114

Dear Sir or Madame,

I am writing in connection with the Erasmus student Exchange program, which you have in your school in Malaga.

Nowadays I am studying Banking and Insurance at the University of Economics in Prague. I am studying this program for third semester. Exactly I would like to try study in English and visit other countries. That is the main reason why I chose your school, because I like English and Spain.

To sum up my experiences, I have the FCE from the language school. I work like an accountant and assistant in Generali, before that I was working in call center where I have been selling credit cards. I like work in this specialization.

This program at your university will help me in my work because we have developers from other

countries.

Yours faithfully

XY

115

Dear Sir or Madam,

my name is XY and I'm a student of International Business on the Economic University of Prague and I would like to apply for an erasmus Exchange program on the University of TaiWan.

I am deeply interested in chinese culture, their different customs and their way of living compared to our European style so I want to gain some experience studying and working (later on) in China.

I was working for H+H, a filtration company, and one of my tasks was collecting of HR data from our chinese subsidiaries in English, I've been studying chinese for two years, and from this program I would get a bigger advantage for my future, hopefully in some international czech-chinese trade company.

I'am looking forward to hearing from you.

Regards

XY

116

To whom it may concern,

my name is XY and I write you because of my interest in Erasmus program. I study at FIS VSE, Czech Economic university in Prague, my field of study is Applied Informatics. I would like to study and spent time in a foreigner country to get experience and education and mainly improve my English level.

The estimation of my English is B2. Despite of less years of learning English on my previous school, I try to use it daily moreover because of my girlfriend who is a foreigner. I worked as Risk Analyst for 3-4 months as my summer job. I had finally a possibility to show my PC skills and earn some money.

The participation in this program would improve my English, get new friends and contacts and generally help me step forward.

Yours faithfully

XY

117

Hello, my name is XY and I'm writing you , because an application of study at your uni via a project Erasmus. I study at university of Economics in Prague. My object of study is management and entrepreneur.

I am really interested about your Uni in London, because I would like to join such a well known and mostly best institution for Economy in London.

My experience of work is that I have been twice in UK for 2 months. I worked in a pub. I passed a Grammar school in my home town. I also have done a course at my Uni with requirements of knowledge a business english B2/C1.

I think that my benefits from the program will be : meet new friends, new culture and school, take care of myself, because I would like to travel on my own and lastly I would like to be a part of your institution.

Your sincerely:

XY

118

Dear Mr. Novak,

my name is XY and I am writing to you because I heard about your Erasmus offer in Brighton, England.

I have been studying international relationships for two years at University of Economics in Prague and now I want to study more subjects in a different language, learn something about new country and gain new experiences.

I have already some experiences with different jobs, for examples, I worked as a receptionist, assistant or aerobic trainer. I am a native czech speaker and I also speak english and a little bit german.

I am looking forward to your repond, because when someone is an Erasmus student, then he has got a lot of opportunities to good places to work and of course, it is a good note in a CV.

Yours sincerely,

XY

119

Hi,

my name is X. I'm from Liberec but now during my study I'm living in Prague. I study University of Economy and the brand of my study is International trade. I study here for the second year and now I decided to apply for the Erasmus student Exchange program. Because I'd like improve my language skills and also I'd like to meet a new peoples. I'm interested in your university because it's the best choice for me and you provide everything that I want. If I have to write about my courses and language skills that I would like to write that I was in France two years ago and studied in Paris during the summer. So now it's time to improve english. Also I speak russian and a little bit of spanish.

120

Hello, my name is XY and I am writing this email because I would like to participate your student exchange program.

I study at University of Economics in Prague. I have started the third semester here. I decided to study this field because I am interested in economics and markets and I would like to work at this field in the future. I have been working as a receptionist for one year so I have to use English almost every day. I still learn English at school. The other language I study is French. I have spent this summer at USA and I can say it was the best experience connected to English ever.

I can just say I am really interested in this program and if you choose me I will really try hard and I will do my best to not to disappoint you and myself.

Thank you for reading.

121

Dear Mr./Mrs.,

my name is XY and I am a student at the University of Economics in Prague.

I would like to apply for the Erasmus Exchange program and study in Munich for one semester. I am now in the third semester of the Bachelor program, studying finance. Besides University, I am also working in a company involved in production and trading of solid fuels and metals.

The technical university of Munich was my first choice, not only for its quality, but also for the reason that I am German. I would like to live and work in Germany after graduation and this is a very good possibility to meet new people and maybe also later employer.

Currently I am working on my English at University, but I would like to improve it even or abroad.

Thank you for your response.

Sincerely,

XY

122

Dear Sir/Madam,

My name is XY and I'm a student at High School of Economics in Prague (VSE). I'm studying finance there.

I'm writing to you to apply for the Erasmus student Exchange program at your university for the next semester. I think that your university suits me the best because it is also an economic university and also all the lectures are given in English.

As well as studying at university in Prague, I'm studying one more in Russian. It's Siberian Technical

University and there I get second high education in Personnel Management. I've worked several years in Russia as an administrator in a firm that is connected with valuing property, houses, cars, etc for banks. I speak English and Russian fluently and have a B2 certificate in Czech language. I'm also fond of volunteering. I took part in lots of projects in Russia and Czech republic, for example, International Media-Festival, Volkswagen Marathon, concerts some russian music banks, Alai O10, Leningrad, DDT.

I think that I suit you and do all my best to contribute to your university. I want as well as studying there take part in lots of university activities.

Best regards,

XY

123

To: Mr/Mrs

My name is XY. I am currently studying Diplomacy at the Faculty of International Relationships at the University of Economics in Prague. I am writing to apply for the Erasmus student Exchange program at the Sorbone 1st University in Paris.

I would like to spend a half of the year there because I am interested in French culture and I have been studying the French language since the 1st grade at school. At school I had a number of classes in French and now I am willing to experience the culture, the language, people from inside.

I made a research on Immigration situation in France in French and got a certificate of French knowledge for that. Also, I was on a stage in Normandie at France with my class and I loved the way we were taught. I want to profound my French language and have a great experience of studying in one of best Universities in the Europe.

I would enormously benefit from this experience because I want to do my magister courses in France.

Yours sincerely,

X

124

Hello,

My name is XY. I'd like to apply for the Erasmus student Exchange program at German university.

I hope that my reasons for taking part in yours' program are enough reasonable. First of all, I want to be a part of it because I want to improve my knowledges in economic to be more professional employer in the future.

Now I'm studying at High School of Economic in Prague. My future profession will be manager.

Many people told me about your programs so that's why I had no doubt in my choice about you.

I hope that you will give me a chance to study there because it's a really nice university that has a great reputation and abilities to get better work in the future.

Wish you the best,

X

125

My name is XY. I come from Ukraine but now I'm studying economic at the Prague University of Economics.

I would like to apply for the Erasmus student Exchange program. I think it would be a wonderful chance to know about life in other countries, culture and meet a lot of interesting people. I've been studying English for 5 years in Ukraine. And I don't have as much projects as any other student, but I hope it improve my skills in future

Best wishes,

XY

126

Dear Mr or Mrs,

I am XY. I come from Czech Republic.

I would like to participate of Erasmus student Exchange program. In this moment I am studying at University of Economics, faculty Informatics and Statistics. I like math or counting in general. I have read that there is possibility to be at university with similar field of studying in Barcelona, Spain. I would like to use opportunity to learn more about math in English language. I have lot of experience in English. I was in USA for three weeks to studying language and visiting interesting places. And also I am playing basketball with foreign players, so only language with we can talk is English. I would be very pleasant if you choose me, because it would be huge opportunity for me to learn more from lots of field of study.

XY

127

My name is XY and I would like to apply for the Erasmus student Exchange program in the University of Cambridge.

I am currently studying multimedia on VSE university. I have completed two semester already without any problem with multimedia subjects. The University of Cambridge has a worldwide famous multimedia department, so it's a perfect place to expand my skills and knowledge.

I found my passion in photography, video, graphics and computer programming many years ago and I've been doing it since. I've made a dozens of my own short films in the past decade. Since 2011

I've been working as a freelancer in multimedia business. I've participated in many professional projects. I have a wide field of expertise in almost everything that the word „multimedia“ covers. Being able to study this subject even further on such a great university would be great experience which I could benefit from in my next career.

128

Hello,
my name is XY and I'm writing to you in order to apply for the Erasmus student Exchange program. I'm studying business economy and management programme at University of Economy in Czech Republic.
I would like to apply for the ESEP at Manchester University, where I would spend a semester in MIT programme.
Talking about my work and study experience. I have been working in many start-ups as web designer.

129

Hello,
my name is X. I'm glad writing to you because of the Erasmus. I'm studying University of Economics in Prague. My main study is accounting. I like numbers so it is perfect for me. To be honest, I'm interested in your university because it has great accounting program. Also I always want to visit Berlin. Another reason is that the Czech republic has economic connection with Germany. So I think it is useful to study in Berlin. Well, I have already had work experience. I was working like assistant of CEO. The last but not least half of my family come from Austria, so I can speak German. Well I think this program can give me experiences, new skills and definitely new friendships.
I look forward to hearing from you soon.
Best wishes

130

Dear Mrs/Mr X,
My name is X. I am 19 years old and this semester is my third one at the University of Economics in Prague. I am studying business economy and management. The reason I applied for the student Exchange program is that I am looking for a new experience. Currently I'm working as a Segway tour-guide here in Prague and what I found out about myself is I love meeting new people and learning new languages. I speak fluent English and I have been studying French and Russian language for about six months. So I believe this would be a great opportunity for me to improve my communication and language skills. Also, new country—new culture, so I would love to see different point of view on the same topics we are studying here at the university.

Thank you for reading the email. I can not wait to hear from you.

Best regards,

XY

131

Hello,

my name is XY and the main reason I am writing you this email is my interest in the Erasmus student Exchange program at your University.

I am currently a student at University of Economics in Prague. My field of studies is Business Economics which I really like and I have heard only positive comments and references on your University, that is why I would love to spend a semester at your institution. Few things I could say about me are that I am really interested in this particular field of studies. I am smart and hard working student who has already been to several countries and language courses. I am able to work either on my own or in a bigger group so I am competent and capable of making good results at your University. My mother language is Czech and I can also speak English on a good level I would say. I am also a begginer in German language and I would like to add another one to my inventory. I am sure that this opportunity would give me new experiences and new angle of view at studying at general, which I could really benefit from. And the last but surely not the least important thing is the opportunity to get to know your culture.

Sincerelly,

XY

132

Dear Sir/Madam

My name is XY. I live in Benesov (Czech Republic). I am writing you about Erasmus student exchange, because I would be studying in foreign country. Now in the Czech Republic I am studying on the University Vysoka skola ekonomicka in Prag Statistic. I have studied three years on this University. I work in a bank. I absolved course of Basic Statistic, course of Basic Demography on this university. I can speak English and German. My English skills is not so good.

I hope for

Best regards

XY

133

My name is XY and I'm applying for the Erasmus student exchange program at a European university. It's necessary for me because I want to improve my skill sin English and another languages. Since

more experience, meet with new interesting people and other cultures in the world. I came to the Czech Republic from another country and I don't want to stop my ambitions. I hope I will be better every day. And this new experience will help me. I am interested in some institutions in France. However I haven't decide a particular one. Because I know that education in each of them is on a high level.

In a summary of my relevant study experience I just can say that I can study well. Because I have nice results from high school, gold medal, and I am trying study well here in Czech language. While I was studying at school I went to different courses. In conclusion, this program could give me many good things in a future. And everybody knows that we do everything for the future.

134

Dear,

My name is XY and I would like to apply for the Erasmus program. I study Economic program in VSE in Prague and I would like to continue with my studying in other states in the future. I work like trainer and I interested in languages and sports. I like meeting new people, spending time with them. After Erasmus program, I would like apply for the job and I hope that my language skills will be better in casual life and in my work. My friend has come back from Erasmus and he has very exciting so I would like to try too. I hope that I make it.

Thank you.

135

Dear Man or Madam

I am writing because I would like to apply for the Erasmus student exchange program at a European university, specially in Italy. I am planning to spend a semester there—the third semester. These days I am studying at the University of Economics in Prague.

I am interested in the particular institution because I would like to see how it is going on other schools in Europe. I would like to get better in Italian language.

I have never been on program like this one, so I have not any experience with it. I work as an assistant of an accountant for two years.

I will use all experiences from this program for my future studying and working in Italy.

Your sincerely

136

Dear Mr./Mrs.,

my name is XY. I decided to apply for the Erasmus student exchange program because I want to be better in English.

I am studying the taxes in the University of Economy in Prague. I am in third semestr. Although I am not so long in this school, I know about my departure a lots of thinks. I read articles about changing in taxes in Czech republic and also in foreign country. In my free time I am looking for English rules. I graduated business English cours.
I am looking forward to your answer,
Your sincerely,
XY

137

Dear,
My name is XY and I would like to participate as the exchange student for the Erasmus. I have been studying at Economics university in Prague in senior year of bachelor degree and my focus is Tourism. I would like to improve my English language and meet new people, culture and local community. Your institution will be a very good option for me.
I have been on 4 workcamps as volunteer in Germany, Sweden and Italy. I helped organizations with reconstruction renovation gardening things and organizing festivals. I was really good experience to get to know myself, sometimes was challenge for me, but I'm very happy that I could participate and met local culture and so on. I speak English on B2 level and German on basic level. I expect after the program I can speak and communicate much better in English and I will be ready to life.
Thank you, please do not hesitate to contact me.
Your sincerely,
XY

138

Dear Mr. Brown,
My name is Xy and I live in Prague. I would like to apply for the Erasmus student exchange program at a European university. I have been studying Internation relations at University of Economics, Prague for three years.
I think study in the other country is a big opportunity and I can get a lot of experiences there. I meet different students, my English gets better.
In the past I did promotion girl for the Czech company called Concept. It is the company with house electronic things, I was in contact with customer. One year I was working for Czech Invest. I did small office work. And this sommer I was in Austria as an au-pair. It helped me with my Deutsch a lot!
I will meet a lots new students, my English will get better. And it is very exciting experience!
Yours sincerely,
XY

139

Dear Sirs,

My name is XY. I am writing to you because I would like to spent a semester in English speaking country. Now I study in the capital city Praha, concrete in University of Economics. I focus on Mathematic method in Economics. Numbers and analysis are part of me.

I have a part-time job in KFC as Junior Manager and did course of Psychology. These experience are important for my future and present life. My language skills are different. I speak English and French, Spanish and a little German.

I like learn a new things and I like share my culture and experience, because I thing I suitable candidate in the program. I hope that you contact me for interview.

Have a nice day

Your sincerely XY

140

Dear sir/lady,

My name is XY and I'm writing to you to apply for the exchange program in which in your university assigned. Nowadays I'am second year student of The economics university and I'am studying business economics and management.

The reason why did I choose your university is that, your institution has huge role of great international corses with well rated professors, with I believe would gave me priceless knowledge and experience.

Now I'd like to say something about myself and why am I great candidate for you. The first thing, why am I interesting it the fact that I'm vietnamese from Czech republic, so I am mixture of two completely different culture and that would great to spread my two cultures at your university to make some synergy across the world. I'am realy easy going and independent person with many experience that I can share. I have been in London recently on my own for three months and it was great.

I am also employed in language school as a event manager and accountant. My language skill are quite good. With my english on CAE level, my vietnamese , czech and french I would say that I'm realy skillful.

That would be great if I can get that opportunity to be choosen for your institut.

I'm looking forward from hearing you.

XY

141

Dear Mrs X,

Im writing you because I would like to apply for Erasmus student exchange program. I study at

university of Economics in Prag, the faculty of informatics and statistc. Im interested in that programe because it's good ocasion to get experience with studying abroad. This year I'm finishing bacalar degree. I work for national network for education and research where we need to cooperate a lot of projects with our partners from other countries in Middle Europe. I have advanced English and I can speak German basicly.

From my participation in the program can benefit my language skills and even mat

Best Regards

XY

142

Good morning,

My name is XY and I'm 21 years old. I study at the University of Economics in Prague at the Faculty of Finance and Accounting. I'm in the third year of my studies and my field of study is focused on Finance, I chose this discipline because I'm very interested in problems of financial markets or finance in general.

My reason for writing is that I want to meet new people and learn English.

I'm interested in the particular institution because I've listened very good reference to you.

I haven't got a lot of study experience to. I planning to spend a semester in foreign country.

I will benefit from participation in the programme at

Best wishes,

X

143

Dear Sir or Madam,

my name is XY and I would like to apply for the Erasmus student exchange program at some university in England.

My reason is that England is a very beautiful country and I would like to visit it again. The second reason is that my dream is travelling and meeting with new people and the last reason is that my English is not very good and I think that is much better be in country where English is main language. I'm studying in VSE and my faculty is Statistic and Informatics, especially Demography. In my opinion be in this institution is very good experience for everybody.

In this time I'm working in office as a assistant. I have been in this work for six years. The next my job is with childrens. I don't have very much language skills but I'm very hardworking and I don't have scare speak with English people if I know that sometimes it is not very good English.

In my opinion I'm good for this program because I'm friendly, hard-working and optimistic person.

I'am looking for your replay.

Yours sincerely

XY

144

Dear Mr./Mrs.,

My name is XY and I am writing because I would like apply for the Erasmus student exchange program at a “European” university.

I study University of Economy in Prague and my specialisazion is information technology.

I am interested in your university because a lot of famous people came from here. And I think you offer one of the best place to study information technology.

I have worked in couple small companies, today we call them start-ups and I could work with modern technologies and tools like real-time apps or preprocessors for style sheets on the website. I have done a couple projects which are connect to information technologies, especially websites that work like services. I speak fluent English and I can read in English or course.

My participation in this program would be beneficial because I can learn a lot of new things that I would like to apply in my current and future projects.

145

Hello,

My name is X. I am twenty years old. I live in Prague and I would love to get a chance be in your program. It is my dream, travel and study in another country. I heart about Erasmus a lot and realy I would love to be part of this program. Now I am studying in University of Economics in Prague. I am in second year of study. I visit faculty of corporate finance and management.

I worked in spa in Lazne Belohrad, so I must communicate with arabic clients. Also I helped with organising completion Czech clarinet art, where I communicated in English.

I hope you take me and I enjoy a year of studing, traveling, meeting new people and new culture.

Thank you for your chance.

146

Dear Mr/Mrs,

this is my .

My name is XY, I study Business Administration at University of Economics in Prague I am a second year student.

One of the reasons why I did choose this university (VSE) is that I heard they allowed student study abroad (Erasmus). I always wanted to go study abroad, I believe that I opens you new possibilities (either we are talking about business or even just making new friends)

I will

My CV.

To sum up:

1. 2013-14 Direct marketing Contex s.r.o
2. 2014-now part of a student project AISEC
3. 2014-now MSM manager of Pure Jatomi

147

Dear Sir or Madam,

My name is XY and I am writing to apply for the Erasmus student exchange program at your university.

I am 22 years old and I am studying at the University of Economy in Prague at the Business Administration faculty for 3 years.

I choose your university because it has the best rating of all schools I was interested in.

I have visited an English course in Prague for one year. I was also in London for 6 months as an au-pair. I have got a certificate B2.

I would like to take part in the Erasmus especially for improve my language, make new friends, find new things. I think it is about a lot of new possibilities.

148

Dear Sir or Madam,

I am writing you because I would like to apply for your Erasmus student exchange program.

I am an Economics student at VSE in Prague and I would like to study next semester at your university because I believe studying at such greatly university as is yours can help me to proof a lot of my skills.

If you are interested in my skills, experiences, etc, then you can trust, that I know a lot about computers, software programs and so on, I speak English and know basic from Deutch.

I am looking forward to your reply.

Yours sincerely

XY

149

Dear Mr. Jones,

my name is XY and I am writing you, because I want to apply for the Erasmus student exchange program. Now am I studying at University of Economics in Prague, program finance and accounting. This is the reason why I want to try this student program and collect some new experiences in new country, at new university, for example in England. I have a lot of experiences yet, because my parents are very rich and I can do what I can.

Last year I tried to work as a vice-president of Kooperativa insurance for five months. It was really fun and it gave me a lesson. That lesson sounds: "Study languages!" Now I know that language skills are the most important thing in leading a big business. If you want to make some international contract you will need to be able to communicate with your partners or you can go in hell. So I hope I can improve my skills in England.

Yours sincerely

XY

150

Dear Mr. or Mrs

I'm writing you because I would like to apply for Erasmus student exchange program at "name" university.

Currently I'm studying in Prague at VSE – Informatics and Statistics.

I am interested in this university, because it's in the middle of my favourite city – London and I also hear great feedback about that university. Recently I worked in IT company named "name" and I was a junior developer there. I think I have quite good language skills, but it could be better. I want to be part of that program, because I want to improve my English conversation skills and meet new people. I look forward for your reply.

Sincerely,

XY

151

My name is X. I would like to apply for the Erasmus student exchange program to Germany.

I'm studying at Economic university in Prague, business administration faculty.

I'm interested in this program because it is a new opportunity for me to take new skills, new knowledge, to meet new interesting people. And the Erasmus student exchange program can help me in my future life to find interesting good payment job.

152

Hello,

My name is XY and I am writing you because I would love to meet a new, let's say experience with your education system in Sweden.

I am a student from University of Economy. My faculty is specialized for business administration. Why did I choose this kind of school? This faculty is the best option for people, who one day want to create own business and I am one of them.

I had a great opportunity last summer, I was working in Spain for a little company and I must admit

that I was shocked how different leading knowledge, management system is on south. The reason why I want to live (for some time) in your state is to compare management skills souths and norths countries. I can speak English, French, and Germany and I am willing to learn your language. As I said I have experience with countries on the south (Spain, Italy) so help me to extend it. If you are interested you can contact me on termix4le@gmail.com.

XY

153

Dear Sir/Madam

My name is XY. I am 21 years old and the reason I am writing this letter is for . Currently I am a student of the University of economic in Prague. The faculty where I am studying is International relations are the reasons why I am interested in the particular institution. I want new experience, meet new people and learn new things.

Last year I was attending an English course CAE. I can tell that my English level is between C1-C2. Also I have been working at English institute for 6 months. My position was receptionist.

I hope my participation in the program will make me more confident to speak fluently English with everyone form the world wide.

Your faithfully

XY

154

Dear Sir or Madame,

My name is XY and I am writing because of the Erasmus student exchange program. I am studiing at VSE in Prague Bussines Administration and Management and I would like to spend one semester at the university of Bussines in Amsterdam.

I am very interested in studiing and I have also many work experiences. For example in PRE, Dell and Vodafone. I worked there in marketing departments like assistant. I believe I can learn something new in the program and I would be also helpful in additional school activities.

Your faithfulty

XY

155

My name is X.

I would like to apply for the Erasmus student exchange at your university. I am planning to spend a semester there.

Now I am studying in Czech Republic in University of Economics and I want to improve my skills of English language. I prefer your university because it has good teachers with high qualifications. Also your university has high international status.

I hope that this study will give me more practice in English, in understanding other people, in communication skills.

Unfortunately, I haven't had another work experience and projects.

For this reason I want to apply to your university.

156

To whom it may concern,

my name is XY. I would like to use this form to express my interest in applying to Erasmus program. I'm a student of the faculty of Enterprise Business and my current specialization is in Enterprise Business and Management. I chose the Economic University in Dublin for specific reasons. Ireland, as an English speaking country, could offer me a great opportunity to improve my language skills, that is so important today. I am also very interested in getting to know a new type of school system. I think that as a student of the third semester I gather a necessary basics to be capable to handle more difficult classes in different language I also think that it would be very beneficial for me to experience different kind of lifestyle in order to understand the variability of market in every country. My goal is to experience as much new things possible and learn as much as I can.

157

Dear Mr. Youkoo,

I am writing this letter as applicant for Erasmus exchange program. My name is XY and I am at second year in University of Economic, discipline Banking and Insurance and I would love to participate in this program.

Participating in this program means to me new experience and also the option to live somewhere else. I also studied French language almost for six years and I own a Delf B1 certificate. In this moment I am working in English speaking Ballet school name FIBS as a receptionist. It is a great opportunity to use English as much as possible.

The most important benefit for me is the change of life style and get to know other people and culture. Also to improve my language skills. I hope this would be a nice point of my CV,

Sincerely

XY

158

I would like to apply for the Erasmus student Exchange program. It is one of the aims of my life now

because this program gives me a wonderful opportunity to come to foreign country. Travelling to foreign countries is a great activity, but studying there is a change to communicate with foreign people in their everyday life and to know their culture better. What is more, such form of studies make us being self-confident and being able to live in completely another atmosphere.

Now I am studying the High School of Economics in Prague. I am studying an international relationships and I like it a lot. I've always being interested in history and culture of foreign countries, that's why I choose to study this faculty and also it's the reason why I want to take part in Erasmus program.

Unfortunately, I have not passed any language exams yet, but I hope to do it in the nearest future. Nevertheless, I think I have one benefit now. I live in Czech Republic but I am from Russia. It's not easy to study in foreign language, but it developes our mind.

I'm sure I will benefit a lot from participation in the program. First of all I will have an experience of studying abroad and it will help me in finding a job of my dream. Secondly, I will communicate with foreign people and it's a great opportunity to develope yourself. Moreover, I hope to find new friends which will help me in my studyis of international relationship.

159

Dear Mrs Jane,

I would like to apply for the Erasmus student Exchange program. My name is XY and now I'm studying at Prague University of Economics. My faculty is finance. We have two languages and it will be a good practice to study in English at your university. I know, that your university is one of the best in the world and a lot of students would like to have a chance to study here.

In my gymnazium I had English language from 11 years and French from 12 years. We made a lot of projects and different tasks. Also, I was in Malta to English courses one month. With your program I will know how it tis to learn all subjects in another language, how to communicated with people from different countries and I will have great experience.

Thank you,

XY

160

Dear Mr. Green,

I am writing this email regarding the application for Erasmus. Currently I am a student of the faculty of international relation on the Economic university of Prague. I am very interested in meeting new people and developing my language skills so I can find my place on the international market later.

I am working in the Siemens company in the german-english department, which is the first step of being part of the international trading system as I communicate with foreign customers in order to develop the best conditions for the partnership between our and the client's company.

I have also took part on many international trainings and courses in Austria and Germany. I was a part of the SOJKA organization, the purpose of which is to make strong connections between young

citizens of Germany and the Czech Republic.

Having written this, I would like to once again point out, that I am very keen on studying language and that for me there is no target line to stop studying them.

Thank you for your time and I will be looking forward to hearing from you.

Best regards,

XY

161

Dear Sir or Madame,

I am writing because of the Erasmus student Exchange program. I would like to try to study university abroad. I like meeting new people, learning new experiences and knowing different cultures. I was always my dream.

Recently I am studying in University of Economics Prague for the third semester. Exactly international business and I really like it.

As I already said, it is my big dream to study abroad and this is the way how to realized it.

I have done my final exam two years ago in a prestigious grammar school. I always liked languages, my english is on level B2/C1 and my second language (German) is on level B1/B2. I have also spent one summer in England in summer school, it gave me a lot.

I think that this program could gave me a lot to my future life.