

## Academic Cover Letter Example

Dr. Firstname Lastname  
Chair, English Department Search Committee  
XYZ College  
Area

Area Code

Dear Dr. Firstname Lastname,

I am writing to apply for the position of English Lecturer with an emphasis in literature that you advertised in (name of the source of the advert) on (date). I am a Ph.D. candidate at XYZ University, currently revising the final chapter of my dissertation, and expecting to graduate in May 20XX. I am confident that my teaching experience and my research interests make me an ideal candidate for your open position.

Over the past three years, I have tutored and co-authored a variety of English Literature courses. I have extensive experience working with ESL students, as well as students with a variety of learning disabilities, including dyslexia and dysgraphia, and disabilities like ADD and ADHD. I pride myself in creating a tutorial environment that accommodates the needs of my individual students while still promoting a high level of critical thought and writing skills. I know I would thrive as a teacher in your college, due to your belief in small classroom size and individualized support for students.

Not only does my teaching experience suit the needs of your school and department, but my research interests also fit perfectly with your description of the ideal candidate. My dissertation examines the rise and development of female authors with a particular focus on patterns of magazine publication. I argue that, rather than being submissive to the requirements of the editor or publisher, female authors in fact developed a more transparently reciprocal relationship between themselves and their readers than previously has been assumed. I apply recent print-culture and book-history theory to my readings of novels, magazine articles, letters, and diary entries by various female authors, with a particularly focus on Sara Willis (known by her pseudonym Fanny Fern).

Thank you for taking the time to review my application. I look forward to hearing from you. Should you wish to contact me for an interview, please contact me at *cell number* or *email address*.

Kind regards

*Your Signature* (hard copy letter)  
Firstname Lastname

Adapted and modified from

<http://jobsearch.about.com/od/academic/fl/academic-cover-letter-example.htm>