



EXAMPLES OF MOTIVATION LETTERS

SEMINARS & CONFERENCES
2023/2024



ELSA
Delegations

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The European Law Students' Association

In order to explain what the motivation letter for an ELSA Delegation should consist of, the ELSA Delegations Team created the examples of “good” and “bad” motivation letters. The document shows how the respective part of the [ELSA Delegations Selection Criteria](#) could be applied into the motivation letter of an applicant. Please note that the given examples present **imaginary** ELSA Delegation, thus **should not be copy pasted into the motivation letters created by the applicants.**

Best of luck with your applications! ELSA Delegations Team 2019/2020

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Structure of a good Motivation Letter

- Know to whom you **address** the letter! In our case, this is ELSA International.
- In the **first paragraph** of the letter:
 - briefly introduce yourself,
 - show interest in the project and the specific ELSA Delegation you are applying to,
 - demonstrate that you know well the committee/institution where you're applying to.
- Use the **second paragraph** to:
 - explain your interest to the specific ELSA Delegation and in the topic of the respective Delegation,
 - point out your specific academic background relevant to the topic of the session.
- In the **third paragraph**:
 - explain how you would like to benefit from the participation, academically and professionally,
 - show your awareness on the importance of holding the role of an ELSA Delegate.
- In the **final paragraph**:
 - focus on your strongest qualities and be creative in your delivery: add your personal touch while stating your motivation,
 - always end with a positive note by reaffirming your motivation, enthusiasm, and suitability to the position of ELSA Delegate.

Example of a good Motivation Letter

Dear ELSA International,

With this letter I would like to express my interest in participating in the Quidditch World Cup 2024 as a Delegate.

I was delighted to discover that this event is to be held in Dublin, in March 2024. I have been passionate about Quidditch since the beginning of my studies, at the core of my interests, which is why I have taken every course available about Quidditch. I wish to seize this opportunity and deepen my knowledge about the world of Quidditch, as well as meet the global actors of this worldwide, magic sport.

In order to understand the current trends and complete my class of International Quidditch Relations, for two years now, I have been closely following the results of the Quidditch League in more than five countries. In addition to that, my role as captain of the Junior Quidditch Team of Hogwarts gave me the opportunity to embody the role of a Quidditch leader and thus to understand better the internal functioning of a Quidditch Team. During my internship at Holyhead Harpies, I have been able to deepen my knowledge about Quidditch and on how these teams work and interact at the global level. My internship has taught me a lot, but I believe that my participation in the World Quidditch Cup would help me understand the global framework of the sport

To conclude, I would like to emphasise the fact that not only would I be honoured to represent the European Quidditch Federation, but attending this event would also be an occasion for me to strengthen my curriculum, as I am writing an academic article in the field of Quidditch. The theoretical and practical knowledge I would have a chance to gain whilst attending the event, would be a great asset to improve the quality and credibility of it. Furthermore, next year, I intend to apply for a full membership of the Hogwarts Quidditch Board. Thus, representing the ELSA International would be the perfect prelude to a career in the world of Quidditch. As I aim to pursue a career in Quidditch, participating in this delegation would give me the opportunity to network with Quidditch professionals and allow me to start developing my professional network.

I hope that my experience, motivation and passion, convinced you that I am the right choice for the position.

I remain at your disposal should you need any further information.

Best regards,

[Full Name]

Words: 404

Example of a good Motivation Letter with comments

Dear ELSA International, *(the Applicant knows to whom to address the letter)*

With this letter I would like to express my interest in participating in the Quidditch World Cup 2024 as a Delegate. *(the Applicant shows interest in the project and the specific delegation)*

I was delighted to discover that this event is to be held in Dublin, in March 2024. I have been passionate about Quidditch since the beginning of my studies, at the core of my interests, which is why I have taken every course available about Quidditch. I wish to seize this opportunity and deepen my knowledge about the world of Quidditch, as well as meet the global actors of this worldwide, magic sport. *(the Applicant shows how they would like to benefit from the Delegation)*

In order to understand the current trends and complete my class of International Quidditch Relations, for two years now, I have been closely following the results of the Quidditch League in more than five countries. *(the Applicant shows interest in the topic of the respective Delegation)*

In addition to that, my role as captain of the Junior Quidditch Team of Hogwarts gave me the opportunity to embody the role of a Quidditch leader and thus to understand better the internal functioning of a Quidditch Team. During my internship at Holyhead Harpies, I have been able to deepen my knowledge about Quidditch and on how these teams work and interact at the global level. My internship has taught me a lot, but I believe that my participation in the World Quidditch Cup would help me understand the global framework of the sport. *(the Applicant shows that they have academic/professional background, which can make them a good Delegate)*

To conclude, I would like to emphasise the fact that not only would I be honoured to represent the ELSA International, *(the Applicant shows that they understand the importance of the role of an ELSA Delegate)* but attending this event would also be an occasion for me to strengthen my curriculum, as I am writing an academic article in the field of Quidditch. The theoretical and practical knowledge I would have a chance to gain whilst attending the event, would be a great asset to improve the quality and credibility of it. Furthermore, next year, I intend to apply for a full membership of the Hogwarts Quidditch Board. Thus, representing the European Quidditch Federation would be the perfect prelude to a career in the world of Quidditch. As I aim to pursue a career in Quidditch, participating in this delegation would give me the opportunity to

network with Quidditch professionals and allow me to start developing my professional network.

(the Applicant shows how they would like to benefit from the Delegation)

I hope that my experience, motivation and passion, convinced you that I am the right choice for the position.

I remain at your disposal should you need any further information.

Best regards,

[Full Name]

Words: 404

(the motivation letter exceeds 300 words, but is within the limit of 600)

Example of a bad Motivation Letter

Dear United World Quidditch Federation,

I saw that you sent people to Quidditch meeting. I could not believe when I notice this delegation. I would really like to have a chance of going for this delegation, because the meeting is held by the international institution, in which I believe. Besides, I love travelling, I am interested in going to Dublin and visiting the city - I heard a lot about and seems to be beautiful. Moreover, it would be also a good possibility to visit my friends who live there.

I don't know a lot about Quidditch, but I think that participation in the delegation would help me to get some knowledge.

I can guarantee a lot of enthusiasm as I am very sociable and responsible person. I have always been eager and I can promise to be good delegate.

I would like to assist United World Quidditch Federation to see how this organisation works.

As you can see I am very interested in participating in this delegation, I hope you choose me to be the delegate.

Words: 178

Example of a bad Motivation Letter with comments

Dear United World Quidditch Federation, *(the Applicant does not know to whom to address the letter)*

I saw that you sent people to Quidditch meeting. *(the Applicant does not show interest on the topic of the Delegation)* I could not believe when I notice this delegation. I would really like to have a chance of going for this delegation, because the meeting is held by the international institution, in which I believe. Besides, I love travelling, I am interested in going to Dublin and visiting the city - I heard a lot about it and it seems to be beautiful. Moreover, it would be also a good possibility to visit my friends who live there. *(the Applicant does not show real interest in participating in the Delegation)*

I don't know a lot about Quidditch, but I think that participation in the delegation would help me to get some knowledge. *(the Applicant does not show how they will benefit from the Delegation)*

I can guarantee a lot of enthusiasm as I am very sociable and responsible person. I have always been eager, and I can promise to be good delegate.

I would like to assist United World Quidditch Federation to see how this organisation works. *(the Applicant does not seem to understand the importance of the role of an ELSA Delegate)*

As you can see, I am very interested in participating in this delegation, I hope you choose me to be the delegate.

Words: 178

(the motivation letter does not exceed 200 words)