

## CACTC Cover Letter Requirements

\*\*Please keep in mind that the AAPI application has limitations regarding the length of cover letters; your CACTC cover letter could be 3-4 pages in length. **The CACTC Steering Committee places a high priority on your ability to provide the information in your cover letter (as identified below).**

**Please use the following template for your CACTC Cover Letter, including the use of the section headers as well (ex. "Interest in CACTC/Relevant Experience"):**

\*\*\*\*\*

"Dear CACTC Intern Selection Committee

Briefly introduce yourself

### **Interest in CACTC/Relevant experience**

*Indicate why you are interested in CACTC, what relevant skills/experience you bring that makes you a good fit with CACTC, including your interest/experience with underserved populations.*

### **CACTC Sites**

*Identify the CACTC sites to which you are applying (put name of site(s) in **bold letters**: **Central DuPage Pastoral Counseling Center, Cornerstone Counseling Center of Chicago, Lawndale Christian Health Center, Meier Clinics (Clinical or Neuro), Outreach Community Ministries**), and 1-3 sentence explanation (per site) of why you are interested in each site(s).*

### **Faith System**

*Describe your faith system and how it impacts your clinical work (500 words or less);*

### **Difficult Experience**

*Describe a difficult experience you have encountered and how you grew as a result (500 words or less)*

Sincerely,

Your Name, credentials  
Graduate Program Name"

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