

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Admissions Office]  
[University Name]  
[University Address]  
[City, State, Zip Code]

Dear Admissions Committee,

I hope this message finds you well. I am writing to follow up on the status of my application for admission to [Program Name] for the [Fall/Spring] [Year] term. I submitted my application on [Submission Date] and am eager to learn about any updates regarding my application status.

I am very enthusiastic about the prospect of joining [University Name] and contributing to the campus community. If there are any additional materials or information needed to assist in the decision-making process, please let me know.

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Name]

[Your Application ID or Student ID (if applicable)]