[Your University Letterhead]
[Date]
[Student's Name]
[Student's Address]
[City, State, Zip Code]
Dear [Student's Name],
We are pleased to inform you that you have been admitted to the Bachelor of Technology (BTech) program at [University Name] for the academic year [Year]. Your hard work and dedication have earned you a place in our esteemed institution.
Program Details:
- Major: [Your Chosen Major]
- Duration: [Number of Years]
- Start Date: [Start Date]
Please review the enclosed information regarding your enrollment process, orientation schedule, and important deadlines. It is essential that you confirm your acceptance by [Acceptance Deadline] to secure your spot in the program.
We look forward to welcoming you to [University Name] and supporting you on your academic journey. Should you have any questions, feel free to contact our admissions office at [Contact Information].
Congratulations once again!
Sincerely,
[Your Name]
[Your Title]
[University Name]
[Contact Information]
[University Website]
Enclosures: Admission Acceptance Form, Orientation Schedule, Program Overview