

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Admissions Office]  
[College/University Name]  
[College/University Address]  
[City, State, Zip Code]

Dear [Admissions Officer's Name or "Admissions Committee"],

Subject: Intent to Enroll - [Your Full Name]

I hope this letter finds you well. I am writing to formally express my intent to enroll in [Program Name] at [College/University Name] for the [upcoming academic year/semester]. After careful consideration and research, I am thrilled about the opportunity to join your esteemed institution.

I am particularly drawn to [specific programs, faculty, campus culture, etc.], and I believe that [College/University Name] is the perfect fit for my educational and career aspirations. I am excited about the prospect of contributing to the campus community and engaging in [specific activities or initiatives related to the program].

I appreciate the support and guidance I have received throughout the application process. Please let me know if there are any further steps I need to complete to secure my enrollment.

Thank you for considering my application. I look forward to the opportunity to be a part of [College/University Name].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Student ID (if applicable)]