

[Your College/University Letterhead]

[Date]

[Student's Name]

[Student's Address]

[City, State, Zip Code]

Dear [Student's Name],

Congratulations! On behalf of the admissions committee, I am thrilled to inform you that you have been accepted to [College/University Name] for the [Fall/Spring] [Year] term. We were impressed by your [mention a specific quality, achievement, or aspect of their application that stood out].

Your dedication and hard work have paid off, and we are excited about the contributions you will bring to our community. [College/University Name] offers a vibrant academic environment, and we believe you will thrive here.

Please review the enclosed materials for important information regarding your acceptance, including details about enrollment deposits, orientation, and housing options.

Once again, congratulations on your achievement! We look forward to welcoming you to [College/University Name].

Warm regards,

[Your Name]

[Your Title]

[College/University Name]

[Contact Information]