

[School Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

Congratulations! We are thrilled to inform you that you have been accepted to [School Name] for the [upcoming academic year, e.g., 2024-2025 school year]. Your application stood out among a competitive pool of candidates, and we were impressed by your achievements and ambitions.

At [School Name], you will have the opportunity to engage in a rigorous academic curriculum, participate in a variety of extracurricular activities, and grow as part of our vibrant school community. We are excited to see how you will contribute to our school.

Please find enclosed information regarding the next steps in the enrollment process. We encourage you to visit our campus and attend the upcoming orientation for new students, which will take place on [date].

Once again, congratulations on your acceptance! We look forward to welcoming you to [School Name].

Warm regards,

[Signature]

[Your Name]

[Your Title]

[School Name]

[Contact Information]