

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[School/Institution Name]  
[School Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: HSC Admission Response

I am writing to formally respond to the offer of admission to the Higher Secondary Certificate (HSC) program at [School/Institution Name]. I am thrilled to accept this opportunity and confirm my intention to enroll in the upcoming academic year.

I appreciate the confidence you have shown in my abilities by offering me a place in your esteemed institution. I am eager to contribute positively to the school community and look forward to the challenges and experiences that await me.

Please let me know the next steps I need to take to complete my enrollment, including any documents or fees that may be required.

Thank you once again for this incredible opportunity. I look forward to being a part of [School/Institution Name].

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]