

[School Letterhead]

[Date]

[Parent/Guardian's Name]

[Address]

[City, State, Zip Code]

Dear [Parent/Guardian's Name],

We are delighted to inform you that your child, [Child's Name], has been accepted into the Dual-Language Program at [School Name] for the upcoming academic year.

Our Dual-Language Program is designed to promote bilingualism, biliteracy, and multicultural understanding. We believe that this program will provide an enriching educational experience for your child.

Important details regarding the program:

- ****Program Start Date:**** [Start Date]

- ****Orientation Date:**** [Orientation Date]

- ****Location:**** [Program Address or Classroom Information]

Please complete and return the attached enrollment forms by [Return Deadline]. If you have any questions or need assistance, feel free to reach out to our office at [Contact Number] or [Email Address].

Congratulations once again, and we look forward to welcoming you and [Child's Name] to [School Name]!

Warm regards,

[Principal's Name]

[Title]

[School Name]

[School Phone Number]

[School Email Address]