

[Your School's Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

We are pleased to inform you that you have been accepted for admission to [School Name] for the [upcoming academic year/semester]. Congratulations on your impressive application and accomplishments!

As a student at [School Name], you will have the opportunity to engage in a variety of academic and extracurricular activities that will help you grow and thrive.

Please find enclosed the details regarding enrollment procedures, important dates, and required documents. We encourage you to review this information carefully and reach out to us if you have any questions.

We are excited to welcome you to our school community and look forward to supporting your educational journey.

Warm regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]