

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[School's Name]
[School's Address]
[City, State, ZIP Code]

Dear [Principal's Name or Admission Committee],
I am writing to express my interest in enrolling my child, [Child's Name], in the kindergarten program at [School's Name] for the upcoming academic year.

[Insert a brief paragraph about your child's qualities, interests, and any relevant experiences. Mention why you believe this school is a good fit for your child.]

We are eager for [Child's Name] to be part of a nurturing and stimulating environment that [School's Name] provides. We believe that the values and educational philosophy of the school align perfectly with our family's goals for our child's early education.

Please find attached the necessary documents required for the application process. We are looking forward to the opportunity for [Child's Name] to thrive at [School's Name].

Thank you for considering our application. We hope to hear from you soon.

Sincerely,
[Your Name]