

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Designation]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Admission Letter for [Course/Program Name]

I am writing to formally accept my admission to [Course/Program Name] at KTU for the academic year [Year]. I am grateful for the opportunity and am eager to be a part of the esteemed institution.

Please find attached the required documents as per the admission guidelines. I confirm my intention to enroll in the program and will comply with all necessary procedures outlined in the admission offer.

Thank you for this incredible opportunity. I look forward to contributing to the university community and embarking on this exciting academic journey.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]