

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

Admissions Office
University of Oxford
Wellington Square
Oxford OX1 2JD
United Kingdom

Dear Admissions Officer,

Subject: Inquiry Regarding Admission Process for [Specific Program/Subject]

I hope this letter finds you well. My name is [Your Name], and I am interested in applying for the [Specific Program/Subject] at the University of Oxford for the [specific academic year/term]. I have a few questions regarding the admissions process that I hope you can assist me with.

1. [Question 1: Provide details regarding requirements, deadlines, or fees]
2. [Question 2: Inquire about specific program details or prerequisites]
3. [Question 3: Ask about funding opportunities or scholarships available for international students]

I appreciate your time and assistance in this matter. I am enthusiastic about the opportunity to potentially study at such a prestigious institution and look forward to your prompt response.

Thank you very much for your help.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]