

[University Letterhead]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Congratulations! We are pleased to inform you that you have been admitted to [University Name] for the [Program Name] for the [Term/Year].

Your academic achievements and personal qualities have impressed our admission committee, and we are excited to welcome you to our university community.

Please find the enclosed information regarding your enrollment, including details on orientation, registration, and housing options.

We encourage you to confirm your acceptance by [Acceptance Deadline].

Should you have any questions, feel free to reach out to our admissions office at [Contact Information].

Once again, congratulations on your acceptance! We look forward to seeing you soon at [University Name].

Sincerely,

[Your Name]

[Your Title]

[University Name]

[Contact Information]