

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

Dear [Admissions Committee/Specific Person's Name],

Subject: Admission Confirmation for [Program Name]

I am writing to formally confirm my acceptance of the offer of admission to [Program Name] at [University Name] for the [semester/year]. I appreciate the opportunity and am excited to join the esteemed community at [University Name].

I have reviewed the admission packet and understand the necessary steps to finalize my enrollment. Please provide me with any additional information or requirements needed prior to my start date.

Thank you once again for this opportunity. I look forward to contributing to the vibrant campus life at [University Name].

Sincerely,

[Your Name]

[Your Student ID (if applicable)]