

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[University of California, Los Angeles]
Office of Undergraduate Admission
1147 Murphy Hall
Los Angeles, CA 90095

Dear [Your Name],
Congratulations! We are pleased to inform you that you have been admitted to the University of California, Los Angeles (UCLA) for the Fall [Year] semester. Your hard work and dedication have earned you this exceptional opportunity to join our vibrant academic community. As a student at UCLA, you will have access to world-class faculty, state-of-the-art facilities, and a diverse range of extracurricular activities. We are excited about the unique contributions you will bring to our campus.

Please confirm your acceptance of our offer by [Acceptance Deadline]. You can find all necessary details and next steps in your admission portal. Once again, congratulations on this significant achievement. We look forward to welcoming you to UCLA!

Sincerely,
[Your Name]
Director of Undergraduate Admission
University of California, Los Angeles