

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
Western Governors University
[University Address]
[City, State, Zip Code]
Dear [Recipient Name],
Subject: Admission Letter to Western Governors University
We are pleased to inform you that you have been accepted for admission to Western Governors University for the [specific term and year].
Key elements of your admission are as follows:
1. **Program of Study:** [Specify the program you have been accepted into]
2. **Start Date:** [Indicate the start date of the program]
3. **Tuition Information:** [Brief overview of tuition costs or scholarship awarded]
4. **Next Steps:** [Outline what you need to do next; e.g., enrollment, documentation, orientation]
5. **Contact Information:** [Provide details of whom to contact for questions or further assistance]
Congratulations on your achievement! We look forward to supporting you on your educational journey.
Sincerely,
[Your Signature (if sending a hard copy)]
[Your Name]
[Your Position]
Western Governors University