

[Your School's Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

We are pleased to inform you that you have been accepted into [School's Name] for the [academic year/semester]. Congratulations on this achievement!

We were impressed by your application, particularly [mention any specific strengths or achievements from the application].

Please find enclosed important information regarding your enrollment and next steps, including [details about orientation, registration, deadlines, etc.].

If you have any questions, feel free to contact us at [school's contact information].

Welcome to the [School's Name] community!

Sincerely,

[Your Name]

[Your Title]

[School's Name]

[School's Contact Information]