

[Your School's Letterhead]

[Date]

[Student's Name]

[Student's Address]

[City, State, Zip Code]

Dear [Student's Name],

We are pleased to inform you that you have been accepted for admission to [School Name] for the [academic year/semester]. Your application stood out among many, and we are excited to welcome you to our school community.

Important details regarding your enrollment:

- Start Date: [Start Date]
- Orientation Date: [Orientation Date]
- Tuition Fee: [Tuition Fee Amount]
- Required Documents: [List of Required Documents]

Please confirm your acceptance by [Acceptance Deadline Date] by contacting our admissions office at [Contact Information].

Congratulations once again! We look forward to seeing you at [School Name].

Sincerely,

[Your Name]

[Your Title]

[School Name]

[Contact Information]