

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

Admissions Office
Yeditepe University
[University Address]
[City, State, Zip Code]

Dear Admissions Office,

Subject: Inquiry Regarding Admission Process for [Program Name]

I hope this message finds you well. I am writing to inquire about the admission process for the [specific program or course] at Yeditepe University for the upcoming academic year. I am particularly interested in the following aspects:

1. Application deadlines
2. Required documents
3. Admission criteria
4. Any available scholarships or financial aid

I appreciate your assistance and look forward to your prompt response.

Thank you for your time and support.

Sincerely,

[Your Name]
[Your Contact Information]