

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

Office of Admissions
Ohio State University
Enarson Classroom Building
2009 Millikin Road
Columbus, OH 43210

Dear Admissions Office,

I am writing to confirm my enrollment at Ohio State University for the [specific term, e.g., Fall 2024] semester. I am excited to join the community and pursue my studies in [intended major/program].

Please find enclosed any required documents related to my enrollment, including [list any documents, e.g., deposit confirmation, completed forms]. If there are any additional steps I need to take to complete my enrollment process, please let me know.

Thank you for this opportunity. I look forward to being part of Ohio State University.

Sincerely,

[Your Full Name]

[Your Student ID (if applicable)]