

# Business School Acceptance Letter

From,

[Name of Admission Officer]

[Address of Admission Officer]

[City, State Zip Code]

[Phone Number]

Date:

To,

[Name of Applicant]

[Address of Applicant]

[City, State Zip Code]

[Phone Number]

Subject:

Dear [Name of Applicant],

Congratulations to you! I am delighted to inform you that your application for admission to the business program at [Name of Institution] has been reviewed and hereby accepted. You have been offered this amazing opportunity to study at the business school in [Name of Institution] in recognition of your excellent academic achievements.

Enclosed with this letter of acceptance is a student starter package that will help you familiarize yourself with the school facilities and several opportunities within the campus. You are free to contact us at any point in time if you need assistance with adapting to your new environment.

We look forward to having you at the business school in [Name of Institution].

Sincerely,

[Name of Admission Officer]