

Acknowledgement of admission email template

Subject: Admission Confirmation

Dear [School Name] Administration,

I am writing to formally acknowledge the receipt of my admission offer for the [Grade/Class Name] starting [Start Date]. I am delighted to accept this opportunity and look forward to being part of your esteemed institution.

Thank you for this opportunity. Please let me know if any additional documents are required prior to the start of the term.

Best regards,

[Student Name]

[Parent/Guardian Name, if applicable]

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