

Wait list placement notification template

Subject: Nursing Program Application Status - Wait List Placement

Dear [Student Name],

Thank you for your interest in the [Nursing Program Name] at [Institution Name]. After careful consideration of all applications, we regret that we cannot offer you immediate acceptance for the [Semester] semester due to limited enrollment capacity.

However, we are pleased to place you on our priority wait list. Your application ranked highly among our candidates, and you may be offered admission if spaces become available. We typically see movement on our wait list through [Month].

To remain on the wait list, please confirm your continued interest by [Date] by responding to this letter. You may also submit any additional materials that might strengthen your application, such as updated transcripts or additional clinical experience documentation.

We understand this is not the immediate outcome you hoped for, but we encourage you to remain optimistic. Many of our successful students were initially placed on the wait list.

We will notify you immediately if a position becomes available.

Sincerely,

[Name]

Admissions Coordinator

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