

Missing Documents Provisional Admission

Subject: Provisional Admission - Pending Documentation

Dear [Applicant Name],

We are excited to inform you that you have been provisionally admitted to [College Name] for the [Academic Year] academic year.

Your admission is currently pending the submission of the following documents:

- Official high school transcripts
- Letters of recommendation (2 required)
- Statement of purpose
- Proof of financial support

Please submit these documents through our online portal by [Deadline Date]. Your enrollment will be confirmed once all materials are received and verified.

Should you have any questions, please contact our admissions office at [Contact Information].

Best regards,

[Admissions Coordinator]

[College Name] Admissions Office

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