

Conditional Graduate Program Admission Acceptance Letter

Date: [Insert Date]

Applicant Name: [Insert Applicant Name]

Address: [Insert Applicant Address]

Email: [Insert Applicant Email]

Dear [Applicant Name],

Congratulations! We are pleased to inform you of your **conditional admission** to the [Program Name] at [University Name] for the [Term/Year] academic session.

Your application demonstrates strong potential for success in our graduate program. However, your admission is contingent upon the fulfillment of the following conditions:

- **Academic Prerequisites:** Completion of [State specific prerequisite courses or academic requirements] by [Deadline Date], with an official transcript demonstrating satisfactory results.
- **Required Documentation:** Submission of the following missing documents by [Deadline Date]:
 - [e.g., Official transcripts]
 - [e.g., Proof of Bachelor's degree completion]
 - [e.g., English language test scores]
- **Remedial Coursework:** Completion of [Specify remedial course(s)] within your first [semester/year] and achieving a minimum grade of [Grade].
- **Any Other Conditions:** [Specify any additional conditions, if applicable].

To accept this conditional offer, please confirm your intent to enroll by [Acceptance Deadline], and submit all required documents and verifications by the deadlines indicated above.

Upon satisfactory completion and verification of all conditions, your admission will be converted to full standing. Failure to meet these requirements may result in revocation of your offer of admission.

Should you have any questions regarding the conditions or documentation, please contact the Graduate Admissions Office at [Contact Information].

We look forward to welcoming you to the [Program Name] at [University Name]!

Sincerely,

[Admission Officer Name]

[Title]

[University Name]

[Contact Email] | [Phone Number]