

Undergraduate Admission Acceptance Letter Sample for International Applicants

Date: [Insert Date]

Applicant's Name: [Applicant's Full Name]

Applicant's Address: [Applicant's Address]

City, Country, Postal Code: [City, Country, Postal Code]

Dear [Applicant's Name],

Subject: Offer of Admission – [Program Name], [Term/Year]

Congratulations! On behalf of the admissions committee at [University Name], I am pleased to inform you that you have been **accepted for undergraduate admission** to the [Program Name] for the [Term/Year] entry.

We recognize your outstanding academic achievements and diverse experiences, and we are excited to welcome you to our vibrant international community. Your admission reflects our confidence in your potential to excel and contribute to the university's dynamic environment.

Next Steps for Enrollment

1. Confirm Your Acceptance:

Please log in to your applicant portal at [\[Applicant Portal Link\]](#) to formally accept this offer by **[Acceptance Deadline: dd/mm/yyyy]**.

2. Tuition Deposit Payment:

Submit your non-refundable tuition deposit of **[Amount]** by **[Deposit Deadline: dd/mm/yyyy]** to secure your place in the program. Payment instructions will be provided in your applicant portal.

3. Visa and Immigration Documents:

As an international student, you will receive a formal admission package, including the documents necessary for your **student visa application**. Our International Student Office is available to guide you through the visa process and answer any related questions.

4. Preparing for Arrival:

Visit our admitted students page at [\[Admitted Students Page\]](#) for information on orientation, housing options, health insurance requirements, and travel planning.

Important Deadlines

- Acceptance Confirmation: **[Acceptance Deadline]**
- Tuition Deposit Payment: **[Deposit Deadline]**
- Visa Application Submission: **[Recommended Date]**

Contact Information

Should you have any questions or need assistance, please contact our International Admissions Office at:

Email: admissions@university.edu

Phone: [+Country Code-Number]

Website: [\[University Website\]](#)

Once again, congratulations on your admission! We are excited to welcome you to the [University Name] family and support your academic and personal growth.

Sincerely,

[Admissions Officer's Name]

Undergraduate Admissions

[University Name]

This letter is an official confirmation of your acceptance. Please keep a copy for your records and for your visa application.