

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State ZIP Code]

Dear [Applicant's Name],

Thank you for your interest in [College/University Name] and for taking the time to submit your application for admission to the [Year/Term] entering class.

After careful consideration, I regret to inform you that we are unable to offer you admission at this time. Each year, we receive applications from many qualified individuals, and unfortunately, we are unable to select all deserving students.

While your academic achievements are commendable, our admissions process also places significant value on evidence of involvement in extracurricular activities. A well-rounded student body is an essential aspect of our campus community, and we seek applicants who demonstrate achievements and commitment both inside and outside the classroom. Unfortunately, after reviewing your application, we found your level of engagement in clubs, sports, volunteer work, and similar activities did not fully meet our expectations for this year's cohort.

We encourage you to consider expanding your involvement in extracurricular pursuits, as leadership, teamwork, initiative, and service are all valuable qualities we seek in future students. Should you choose to reapply in the future, additional participation in clubs, athletics, volunteer opportunities, or unique personal projects can help strengthen your application and better highlight your diverse interests and abilities.

We appreciate your interest in becoming a part of the [College/University Name] community and wish you every success as you continue your academic and personal journey.

Sincerely,

[Admissions Officer's Name]

[Title]

[College/University Name]