

Date: [Insert Date]

Applicant Name: [Insert Applicant Name]

Applicant Address: [Insert Address]

Dear [Applicant Name],

This letter serves as a formal notification regarding your application to the [Program Name] at [University/Institution Name]. We appreciate the time and effort you invested in submitting your application and for your interest in joining our academic community.

After a comprehensive review of all submissions, we regret to inform you that we are unable to offer you admission to the [Program Name] for the [Academic Year/Semester] due to limited seats. Despite your impressive qualifications and strong application, the selection committee faced the difficult task of selecting candidates from a highly competitive pool. All available seats for this program have been fully allocated.

We understand that this outcome is disappointing. We encourage you to consider reapplying in the future or to explore other academically rigorous programs at our institution that may align with your career and educational goals.

Thank you once again for your interest in [University/Institution Name]. We wish you every success in your future academic endeavors.

Sincerely,

[Admissions Officer Name]

[Title/Position]

[Department or Office]

[University/Institution Name]