

Date: [Month Day, Year]

Applicant Name

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

[Country]

Dear [Applicant Name],

Congratulations! On behalf of the Admissions Committee at [University Name], I am delighted to inform you of your acceptance to the [Master of Business Administration (MBA)] program, commencing in [Semester/Year]. Your outstanding accomplishments, academic record, and demonstrated leadership potential set you apart as an exceptional candidate, and we are pleased to welcome you to our dynamic and diverse MBA community.

Next Steps and Enrollment Instructions:

To confirm your place in the program, please login to your applicant portal and complete the online enrollment form by [enrollment deadline]. A non-refundable deposit of [amount and currency] is required to secure your enrollment. Detailed information regarding tuition payment options, housing, and additional resources can be found in the enclosed admissions packet or on our website.

Visa and Immigration Information:

As an international student, you will need to secure a student visa to study at [University Name]. Once you have confirmed your acceptance and paid the deposit, our Office of International Services will send you the necessary documentation (including the Form I-20/DS-2019) and provide you with comprehensive guidance on the visa application process. For additional assistance, please contact international@university.edu.

Orientation and Arrival:

We strongly encourage you to attend our International Student Orientation, which will be held from [orientation dates]. This program is designed to help you transition smoothly into life at [University Name], covering essential topics such as academic expectations, campus resources, and cultural adjustment. Further details will be sent to you via email closer to the start of the program.

Once again, congratulations on your acceptance! We look forward to supporting you in achieving your academic and professional objectives at [University Name]. Please do not hesitate to reach out with any questions as you prepare for this exciting new chapter.

Sincerely,

[Admissions Officer Name]

[Title]

[University Name]

[Contact Email/Phone Number]