

**[University Letterhead]**

Date:  
[Month Day, Year]

**To:**

[Student's Full Name]  
[Student's Address]  
[City, Postal Code, Country]

**Subject: Provisional Acceptance Letter for Postgraduate Studies**

Dear [Student's Name],

We are pleased to inform you that, based on your application and supporting documents, you have been **provisionally accepted** into the [Program Name] at the [Faculty/Department Name], [University Name], for the academic year [Start Year]–[End Year]. This provisional acceptance is subject to the fulfillment of the following conditions:

1. Submission of official and certified academic transcripts/degrees by [Deadline Date].
2. Provision of a valid proof of English proficiency (e.g., TOEFL, IELTS) meeting our minimum requirements.
3. Submission of a copy of your valid passport identification page.
4. Proof of financial support/guarantee as required for visa processing.
5. Any other documents as specified by the admissions office.

Please note that this is a provisional offer and your enrollment will only be finalized upon satisfactory verification of the above documents and completion of the university's admission procedures. Detailed information regarding the next steps, tuition payment, and pre-arrival requirements will be sent to you upon receipt of your pending documents.

If you accept this offer, please confirm your intention to enroll by emailing us at [Contact Email] no later than [Acceptance Deadline]. Should you have any questions or require further assistance, do not hesitate to contact our admissions team at [Admissions Office Contact Information].

We congratulate you on your provisional acceptance and look forward to welcoming you to [University Name].

Sincerely,

[Name of Admissions Officer]  
[Title/Position]  
[University Name]  
[University Address]  
[University Website]