

# Request for Admission Status

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Admissions Office]

[University Name]

[University Address]

[City, State, Zip Code]

Dear Admissions Committee,

I hope this message finds you well. I am writing to kindly inquire about the status of my application for admission to [University Name] for the [Specify Term/Year] intake. My application was submitted on [Insert Submission Date], and my application ID is [Insert Application ID].

I am very enthusiastic about the opportunity to join [University Name] and contribute to the campus community. I would appreciate any updates regarding my application status or the timeline for decisions.

Thank you for your time and consideration. I look forward to your prompt response.

Sincerely,

[Your Name]