

Subject: Inquiry Regarding Application Approval

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent application for the [Position/Program Name] submitted on [Date of Application]. I am eager to learn about the progress of my application and any next steps involved.

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]