Subject: Update Request for Pending Application

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the status of my application for [specific position/program/etc.], submitted on [submission date].

As it has been [duration] since my application submission, I am eager to know of any updates or if there is any additional information you may require from my end.

Thank you for your attention to this matter. I look forward to your timely response.

Sincerely,

[Your Name]
[Your Contact Information]
[Your Address]