

Follow-Up on Application Status

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Admission Office Name]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Admission Office Name],

I hope this message finds you well. I am writing to follow up on the status of my application for [Child's Name] to [Grade/Class] at [School Name]. We submitted our application on [Application Submission Date] and are eager to know if there are any updates regarding our admission status.

We are very excited about the opportunity for [Child's Name] to attend [School Name] and be part of your esteemed community. If there is any further information required from our side, please do not hesitate to let us know.

Thank you for your attention to this matter, and I look forward to your reply.

Sincerely,

[Your Name]