

Follow-Up Letter after University Application Submission

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Admissions Office or Specific Person's Name]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Admissions Officer's Name or General Title],

I hope this message finds you well. My name is [Your Name], and I recently submitted my application for the [specific program/degree] at [University Name] on [Submission Date]. I am writing to kindly follow up on the status of my application.

I am very enthusiastic about the opportunity to join [University Name] and to contribute to the [specific program or department]. If there are any updates regarding the admissions process or if further information is needed from my end, please feel free to reach out.

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

Sincerely,

[Your Name]