

# Welcome to Our School!

Dear [Student's Name],

We are thrilled to welcome you to [School/University Name] for your exchange program! We hope that your time with us will be both enjoyable and enriching.

As you settle in, please do not hesitate to reach out to your host family and the student exchange coordinator, [Coordinator's Name], for any assistance you may need. We are here to support you throughout this journey.

We also encourage you to participate in upcoming events, clubs, and activities to make the most of your experience and meet new friends.

Once again, welcome to [City/Country]! We look forward to getting to know you.

Warm regards,  
[Your Name]  
[Your Position]  
[School/University Name]