

Acceptance Confirmation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Admissions Office]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Admissions Officer's Name],

I am writing to formally accept my offer of admission to the Respiratory Therapy Program at [Institution Name]. I am excited about the opportunity to join this esteemed program and further my education in this vital field.

I appreciate the confidence you have shown in my abilities and look forward to contributing to the program and my future peers. Please let me know if there are any further steps I need to complete prior to my enrollment.

Thank you once again for this incredible opportunity. I am eager to start my journey in respiratory therapy at [Institution Name].

Sincerely,

[Your Name]