

# Admission Withdrawal Letter

Date: [Insert Date]

To,

The Admissions Office,  
[University/Institution Name]  
[University Address]  
[City, State, Zip Code]

Dear Admissions Committee,

I hope this message finds you well. I am writing to formally withdraw my admission to [Program Name] at [University/Institution Name], effective immediately. Unfortunately, due to unforeseen personal reasons, I am unable to pursue my studies at this time.

I apologize for any inconvenience this may cause and appreciate the understanding and support from your team during my application process. I have great respect for [University/Institution Name] and hope to have the opportunity to apply again in the future.

Thank you for your understanding.

Sincerely,  
[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]