

Admission Withdrawal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Admissions Office]

[University/College Name]

[University/College Address]

[City, State, Zip Code]

Dear Admissions Office,

I am writing to formally withdraw my admission to [University/College Name] for the [specific program] starting in [start date]. After careful consideration, I have decided to pursue a work experience opportunity that I believe will significantly benefit my personal and professional growth.

I am grateful for the opportunity to be admitted to your prestigious institution and appreciate the support and consideration provided throughout the application process. I hope to possibly reconsider enrolling in the future after gaining valuable experience in the workforce.

Thank you once again for your understanding. Please let me know if there are any formalities or paperwork required on my part to complete this withdrawal process.

Sincerely,

[Your Name]