

# Dual Enrollment Application

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally apply for the dual enrollment program at [Insert Institution Name]. As a dedicated and ambitious high school student at [Insert High School Name], I am eager to further my education by taking college-level courses.

I am currently in [Insert Grade, e.g., 11th grade] and have maintained a GPA of [Insert GPA]. I believe that participating in the dual enrollment program will allow me to challenge myself academically, earn college credit, and prepare for my future studies in [Insert Intended Major or Field of Study].

Attached to this letter, you will find my completed application form, my high school transcript, and letters of recommendation from my teachers. I greatly appreciate your consideration of my application and look forward to the possibility of contributing to your academic community.

Thank you for your time and attention.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, Zip]

[Your Phone Number]

[Your Email Address]