

# Early Action Application for Dual Enrollment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for early action admission into the dual enrollment program at [Institution Name]. As a motivated student at [Your School Name], I am eager to enhance my academic experience and take advantage of the opportunity to earn college credit while still in high school.

My academic achievements and extracurricular involvement have prepared me for the challenges of college-level coursework. I am particularly interested in [mention specific programs or subjects], which aligns with my career goals in [your career goals]. I believe that this program will provide me with the skills and knowledge necessary to succeed in my future endeavors.

Attached to this letter are my completed application form, transcript, and any additional documents required for the application process. I appreciate your consideration of my application and look forward to the possibility of contributing to [Institution Name] community.

Thank you for your time and consideration.

Sincerely,

[Your Name]