

Application for School Admission

Date: [Insert Date]

[Principal's Name]

[School's Name]

[School's Address]

Dear [Principal's Name],

I am writing to formally apply for admission of my child, [Child's Name], to [School's Name] for the academic year [Insert Year]. We believe that [School's Name] provides an excellent environment for learning and development.

[Child's Name] is currently [Age/Grade] and has shown great enthusiasm for [specific subjects/activities]. We are impressed by your school's commitment to academic excellence and holistic development, and we would be honored to have our child be a part of your esteemed institution.

Please find attached the required documents for your consideration:

- Birth Certificate
- Previous School Records
- Recommendation Letter

We appreciate your time and consideration of this application. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]