

# University Admission Withdrawal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[University Admissions Office]

[University Name]

[University Address]

[City, State, Zip Code]

Dear Admissions Office,

I hope this message finds you well. I am writing to formally withdraw my admission to [University Name] for the [Term/Year] due to an unforeseen relocation that makes it impossible for me to attend.

After careful consideration, I have decided that it is in my best interest to prioritize this move and explore educational opportunities closer to my new location.

I appreciate the opportunity to have been accepted into your esteemed institution and thank you for your understanding in this matter.

Should you need any further information or documentation regarding my withdrawal, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]