

# Letter of Withdrawal from Admission

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Admissions Office  
[University Name]  
[University Address]  
[City, State, Zip Code]

Dear Admissions Committee,

I hope this message finds you well. I am writing to formally withdraw my admission to [University Name] for the [term/year, e.g., Fall 2023] semester. Due to unforeseen family commitments, I have made the difficult decision to defer my academic plans for the time being.

I am grateful for the opportunity to join [University Name] and appreciate the support provided by the admissions team. However, after careful consideration, I believe this choice is necessary for my family's well-being at this time.

Thank you for your understanding. I hope to reapply in the future when I am able to fully commit to my studies.

Sincerely,

[Your Name]