

Inquiry About Campus Housing Availability

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I hope this message finds you well. My name is [Your Name], and I am an incoming [student/transfer student] at [University Name] for the [Fall/Spring] [Year] semester. I am writing to inquire about the availability of campus housing for the upcoming academic year.

As I prepare for my transition to university life, I would appreciate any information regarding the types of accommodations available, application procedures, deadlines, and any associated costs.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]