

Letter of Acknowledgment for Special Needs Program Admission

Date: [Insert Date]

[Your Name]

[Your Title]

[School/Organization Name]

[Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Recipient's Name],

We are pleased to inform you that your application for admission to our Special Needs Program has been received. We acknowledge the uniqueness and individual requirements of each child, and we appreciate the trust you place in us by considering our program for your child.

Our admissions committee is currently reviewing your application, and we will be in touch shortly regarding the next steps in the admissions process. Should you have any questions or need further information, please do not hesitate to reach out.

Thank you for your interest in our program. We look forward to the possibility of welcoming [Child's Name] into our community.

Sincerely,

[Your Name]

[Your Title]

[School/Organization Name]