

# School Admission Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], am the parent/guardian of [Child's Name], born on [Child's Date of Birth]. This letter serves as my formal authorization for [Name of Authorized Person] to act on my behalf in relation to the admission process at [School Name].

Should you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]  
[Your Address]