

Spring 2010 Recruitment Tour

COOPERATION AGREEMENT

SAMPLE CONDITIONAL LETTER OF ADMISSION

Your agreement to accept an ELS level as proof of English proficiency is currently on file. For tour purposes, we are reconfirming the following aspects of your agreement:

Student Name
Student Street Address
City, State Zip

Dear Name,

Congratulations on your conditional admission to University name for the term including year. We are certain that your academic preparation will lead to your success and growth at University name. And too we are looking forward to your contributions to the cultural experience of all our students at the University.

Your admission is conditional pending completion of the ELS Language center's program level XXX. In order to successfully matriculate to University name, you must provide the following documentation

- Visa copy
- Passport copy
- Transfer form - with SEVIS release date
- Health forms
- A current bank statement showing the appropriate funds (issuance within 6 months)

The following is an estimate of the average cost for one year of undergraduate study based on 30 credits. These are current figures and may change. Therefore, you will need to verify all costs prior to matriculating to University name.

School Fees

Tuition
Student Service Fees
Health Insurance
Books and Supplies
Other Fees

Average Yearly Living Expenses

Residence Hall
Food
Housing Utilities
Transportation

Once again, congratulations on your conditional admission to University Name. If you have any questions or need assistance, please contact us at telephone number and email address. We are looking forward to welcoming you to campus!

Sincerely,
Name
Director of Admissions

Name of Institution: _____