**Admission Letter**

**[currentdate]  
[firstname] [lastname]  
[streetaddress]  
[city], [state], [postalcode]**

Dear **[lastname]**,

I am pleased to inform you that the **[course]** **Program**has made a recommendation to the Faculty of Graduate Studies that you be admitted to the **[degree]** program for the **[year]** academic year beginning September **[date]**. The Faculty of Graduate Studies reviews our recommendations for admission and it is their decision, not ours, which is final. If their decision is consistent with our recommendation, they will soon send you a formal letter of admission for use with Canadian Immigration.

Admission to our program is very competitive and we scrutinize each application carefully. We believe that a stimulating, intellectual discussion between students and faculty is a necessary ingredient of a successful graduate program. We have recommended that the Faculty of Graduate Studies admit you because we think that you will be able to make an important contribution to this research dialogue. In turn, we hope that the personal supervision we offer, together with the collegial atmosphere of our graduate students, will combine to make your stay here very rewarding - personally, academically and professionally.

Professor **[advisorname]** will be your advisor. All faculty and staff, as well as your fellow graduate students in the program, welcome you to graduate studies at **UNIVERSITY** We are eager to help you with your entry into our program. Please feel free to contact ISAO teamby telephone at (913)-(123)-(1234), or e-mail at **teamisao@abcd.edu**.

Please let me know at your earliest convenience whether you will be coming to study with us, in the event that the Faculty of Graduate Studies endorses our recommendation. We hope you decide to join us and we look forward to hearing from you as to your plans. My direct telephone number is **[advisortelephone]** and my e-mail address is **[advisoremailaddress]**.

Yours truly,   
Graduate Advisor

**[advisorname]**