March 7, 2016

To: Yangchicheng Shen

Dear Charlie:

The members of the Admission Committee have reviewed your file with great interest and recognized you as a person of both academic and personal promise. However, we are unable to offer you admission at this time and have therefore placed you on our Waiting List for 2016-2017.

Each year we have more applications for admission than spaces available, making our decisions especially difficult. We place candidates on our Waiting List until we hear back from students accepted in our Regular Decision round. We should be hearing from accepted students by mid-April and in a position to make a final decision about your application by May 10, 2016.

I understand that this news may not be quite what you had hoped. However, I do want to encourage you to let us know of your interest. You may choose to remain on our Waiting List, or you may prefer to remove your name from consideration. Please let us know of your decision no later than April 1, 2016.

Please don’t hesitate to call me should you have any questions or concerns about the status of your file. Again, assuming you indicate ongoing interest, I am hopeful that we can render a final admission decision by May.

Charlie, you have much to offer a school. I appreciate your patience and look forward to hearing from you.

Sincerely,

John Smith