

Sample Email to Admissions Officer

Hi [NAME],

My name is [NAME], and I go to [HIGH SCHOOL] in [CITY, STATE]. We met at the College Fair last month. I'm interested in applying to [UNIVERSITY] and wanted to ask you a couple of questions.

[Include your questions here, and be sure to provide context and follow the guidelines in our blog post.]

Thank you so much for your time. I look forward to hearing back from you at your earliest convenience.

Best,

[YOUR FULL NAME]

[CELL NUMBER]

