

Submission of college application form (you are backdating the email for your application form to be considered)

Dear Sir / Madam,

I, (your complete name), have applied for the course of (course name) in your prestigious college. I have attached my college application form along with the email. And would appreciate if you can go through the same and update about my application at the earliest.

Looking forward to your positive response.

Thanks and regards,

(Your name)

(your college application form number)

(Your contact number)