

11/11/11

Dear Mr. [Name],

I am pleased to inform you that you have been accepted for admission to the [Degree Program] at [University Name] for the [Semester/Year].

Your application, including your transcripts and test scores, has been reviewed and found to meet the admission requirements for the program.

We are confident that you will find the [University Name] a stimulating and rewarding environment in which to pursue your studies.

The following information provides details regarding your admission and the next steps you should take:

1. New Course: You are required to complete the following course(s) as a condition of admission:

2. Admission Requirements: You must maintain a minimum GPA of [GPA] throughout your studies.

3. Financial Aid: Information regarding financial aid opportunities is available on our website.

4. Housing: On-campus housing is available for students who need it.

5. Orientation: All new students are required to attend orientation.

6. Contact Information: For more information, please contact the Office of Admissions.

We look forward to welcoming you to the [University Name] community.

Sincerely,
[Name]

Director of Admissions

[University Name]

[Address]

[City, State, Zip]

[Phone Number]

[Email Address]

[Website]

[Social Media Links]

[Additional Information]

[Closing Remarks]

[Signature]

[Printed Name]

[Title]

[Institution]

Part II. Description of Curriculum Change

1) New catalog descriptions.

GE 332 Urban Geography

3c-01-3sn

Basic concepts of urban geography including site, situation, function, urban land use, urban form, structure, and urban hierarchy are introduced. Relationships between urban geography and urban planning are explored as well as the role of urban geography in the development of urban planning. (This course may not be taken for duplicate credit.)

RP 332 Urban Geography

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3) Justification

This change of title will

provide more information