

Acceptance Letter for Scholarship - Sample

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, Country, Postal Code]

[Email Address]

Subject: **Scholarship Award Acceptance Letter**

Dear [Recipient's Name],

On behalf of [University/Organization Name], I am delighted to inform you that you have been selected as a recipient of the **[Name of Scholarship]** for the academic year [Year/Year Range].

This scholarship will cover **[Scholarship Amount and Coverage, e.g., full tuition, living expenses, etc.]** for the duration of your studies commencing from **[Start Date]** and concluding on **[End Date]**, subject to the terms and conditions outlined below.

Terms and Conditions:

- Maintain a minimum GPA of [GPA Requirement] throughout your period of study.
- Remain enrolled as a full-time student in the [Program Name] program at [University Name].
- Abide by the academic and conduct policies of the university.
- Provide updates and reports as requested by the scholarship committee.
- Any changes to your academic status must be reported immediately.

Should you accept this scholarship, please sign and return the attached acceptance form by **[Acceptance Deadline]**. Acceptance of this award confirms that you have read and agreed to the terms and conditions.

Congratulations once again on your achievement. We look forward to welcoming you to [University/Organization Name] and supporting your academic journey.

Sincerely,

[Scholarship Coordinator's Name]

[Title/Position]

[University/Organization Name]

[Contact Information]

Acceptance Confirmation

I, [Recipient's Name], hereby accept the [Name of Scholarship] and agree to the terms and conditions stated above.

Signature: _____

Date: _____