

[University Name]

[Graduate School or Department Name]

[University Address Line 1]

[University Address Line 2]

[City, State, ZIP Code]

[Phone Number]

[Email Address]

[Date]

[Applicant's Name]

[Applicant's Address Line 1]

[Applicant's Address Line 2]

[City, State, ZIP Code]

Subject: Admission Offer to [Graduate Program Name] with Grant Approval

Dear [Applicant's Name],

On behalf of the admissions committee at [University Name], we are pleased to inform you of your acceptance into the **[Graduate Program Name]** for the [start term and year, e.g., Fall 2024] semester. Your application stood out among a highly competitive pool of candidates, and we are delighted to welcome you to our academic community.

We are also pleased to inform you that you have been selected to receive a **[Name of Grant or Scholarship]**. This financial grant covers **[grant amount, e.g., \$10,000 per academic year]**, subject to the following terms and conditions:

- The grant will be applied directly toward your tuition and fees.
- To maintain grant eligibility, you must enroll full-time and maintain a minimum GPA of [GPA Requirement].
- Other conditions: [any other specific requirements or conditions].

Please review the enclosed materials for detailed information regarding your admission and financial package. To accept this offer, kindly complete the acceptance form provided in your applicant portal by [deadline date].

If you have any questions or need further assistance, please contact our admissions office at [contact email or phone number]. We look forward to your positive response and are excited about the contributions you will make to our program.

Congratulations again on your admission and grant award!

Sincerely,

[Name of Department Chair or Admissions Officer]

[Title]

[Graduate School/Department Name]

[University Name]