

College Student Internship Offer Acceptance Letter Sample

Dear [Internship Coordinator's Name],

I am writing to formally accept the offer for the [Internship Title] position at [Organization Name]. I want to express my sincere gratitude to you and the team for this opportunity and for considering me to be a part of your organization.

I am pleased to confirm my acceptance of the internship position for the period from [Start Date] to [End Date], as discussed. I look forward to joining [Organization Name] and am enthusiastic about contributing my skills and dedication to your team.

Please let me know if there are any forms, documents, or next steps that I should complete prior to my start date. Thank you once again for this incredible opportunity.

Sincerely,

[Your Name]

[Your Contact Information]

[Your College Name]