

# Formal Scholarship Acceptance Letter Template

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Date]

[Recipient Name]  
[Title/Position, if known]  
[Scholarship Provider Name/University Name]  
[Address]  
[City, State, ZIP Code]

Dear [Recipient Name or "Scholarship Committee"],

I am writing to formally accept the [Name of Scholarship] awarded to me for the [academic year/semester]. I wish to express my sincere gratitude for this generous support, which will greatly assist me as I begin my studies at [University Name] as a freshman.

Receiving this scholarship is a tremendous honor, and I am truly appreciative of the investment you are making in my education and future. Your support not only eases the financial burden of higher education but also inspires me to strive for academic excellence and personal growth.

I am excited to embark on this new chapter at [University Name] and am committed to upholding the values and standards of the institution. I look forward to making the most of the opportunities this scholarship provides, and I am eager to give back to the university community through hard work and community involvement.

Thank you once again for your generosity and confidence in my potential. Please let me know if there are any further steps I need to complete to finalize my acceptance of this scholarship.

Sincerely,  
[Your Name]