

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

[Admission Office / Program Name]
[University Name]
[Address Line 1]
[City, State ZIP Code]

Dear [Admissions Officer's Name / Program Coordinator],

I am writing to formally accept the offer of admission to the [Program Name, e.g., Master of Science in Computer Science] at [University Name] for the [Start Term, e.g., Fall 2024] semester. I am honored to have been selected and sincerely appreciate this opportunity to further my academic and professional goals at your esteemed institution.

As per the offer letter, I confirm my intention to enroll as a [Full-time/Part-time] student and understand the requirements and deadlines outlined by the admissions office. Please let me know of any additional steps I need to complete as part of the enrollment process, including submission of documents or payment of deposits.

Thank you again for this opportunity. I look forward to joining the [Program Name] and contributing to the academic community at [University Name]. Please do not hesitate to contact me if further information is needed.

Sincerely,
[Your Name]