

[University Letterhead]

Date: [Month Day, Year]

Applicant Name: [Applicant's Full Name]

Address: [Applicant's Address]

Email: [Applicant's Email Address]

Dear [Applicant's Name],

Congratulations! On behalf of the Graduate Admissions Committee at [University Name], we are pleased to inform you of your admission to the [Full Program Name, e.g., Master of Science in Computer Science] program for the [Fall/Spring] [Year] term.

Your academic achievements, letters of recommendation, and personal statement demonstrate your exceptional potential and make you an excellent fit for our graduate community. We look forward to welcoming you as an essential member of our [Program Name] cohort.

Program Details

- **Program:** [Program Name]
- **Start Date:** [Program Start Date]
- **Duration:** [Number of Years/Semesters]
- **Academic Advisor:** [Advisor's Name, if assigned]

Scholarship Award

We are also delighted to inform you that you have been selected for the [Scholarship Name] scholarship, based on your outstanding application.

- **Type:** [Merit-Based/Need-Based/Other]
- **Amount Awarded:** \$[Scholarship Amount] per [year/semester]
- **Duration:** [Number of Years/Terms, e.g., two years]
- **Additional Benefits:** [e.g., teaching assistantship, health insurance, travel stipend (if applicable)]

To maintain your scholarship, you must remain in good academic standing and meet the program's progress criteria. Details on these requirements are provided in the attached scholarship guidelines.

Next Steps

1. Submit the enclosed Confirmation of Acceptance form by [Confirmation Deadline].
2. Review and acknowledge our enrollment instructions on the applicant portal: [Portal Link].
3. Contact [Admissions Office Name/Contact Person] at [Contact Email] if you have any questions regarding enrollment or your scholarship.

Once again, congratulations on your admission and scholarship award! We are excited for you to join our vibrant academic community at [University Name], and we look forward to supporting your educational journey.

Sincerely,

[Graduate Program Director's Name]

[Title], [Department or Program Name]

[University Name]

[Phone Number]

[University Email Address]