

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

[Scholarship Committee Name]  
[Name of Scholarship Program or Organization]  
[Organization Address]  
[City, State, ZIP Code]

Dear [Scholarship Committee/Recipient's Name],

I am writing to formally accept the [Name of Scholarship] award I have been offered for the [academic year/semester]. I am sincerely grateful for this generous support and the confidence you have placed in my academic and personal achievements.

I have carefully read and understood the terms and conditions associated with this scholarship. I acknowledge my obligation to maintain the required academic standards, fulfill all reporting and communication responsibilities, and meet any other provisions outlined in the award letter. I am committed to upholding the values represented by this scholarship and to complying fully with all stipulated policies to maintain my eligibility throughout the award period.

Thank you again for this invaluable opportunity. I truly appreciate your investment in my education and future. Please let me know if there are any further steps I need to complete to finalize my acceptance.

Sincerely,  
[Your Name]