

[University Letterhead]

Date: [Insert Date]

**To:** [Applicant Name]  
[Applicant Address]  
[City, State, ZIP Code]

Dear [Applicant Name],

On behalf of the Admissions Committee at [University Name], we are delighted to offer you admission to our [Graduate Program Name, e.g., Master of Science in Biology] program for the [Year/Term, e.g., Fall 2024] academic term.

In recognition of your outstanding academic achievements and demonstrated potential for research excellence, we are also pleased to award you the **[Name of Scholarship, e.g., Graduate Research Scholarship]**. This scholarship provides financial support in the amount of **[\$[Scholarship Amount]** per [year/term], renewable for up to **[number of years/terms]** contingent upon satisfactory academic and research performance.

The scholarship also covers [tuition, stipend, research allowance, etc. - customize as appropriate]. You will be expected to engage in research activities under the supervision of [Professor/Supervisor's Name] on the project titled "â€œ**[Project Title/Area]**â€. Continuation of this award is conditional upon maintaining a minimum GPA of [X.X] and fulfilling research and academic responsibilities as outlined by your department.

We are confident that you will make significant contributions to our research community, and we look forward to supporting your academic and professional growth. Please confirm your acceptance of this offer and the accompanying scholarship by [response deadline, e.g., April 15, 2024]. Instructions for accepting your offer and details regarding next steps are enclosed.

Congratulations once again on your acceptance and scholarship award. Should you have any questions, please contact [Admissions Contact Information].

Sincerely,  
[Name of Dean/Director]  
[Title]  
[Graduate Program or Department]  
[University Name]