

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Admissions Office]  
[University Name]  
[University Address]  
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to formally accept my offer of admission to [University Name] for the undergraduate program in [Program Name], starting in [Start Term/Year]. I am honored to be selected among the candidates and am excited about the opportunity to join such a vibrant academic community. I have reviewed the enrollment requirements and am prepared to complete the necessary steps by the deadlines indicated. Please let me know if there are any additional documents or actions required on my part. Thank you once again for this wonderful opportunity. I look forward to contributing to the [University Name] community and pursuing my academic goals.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]