

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Scholarship Committee/Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Scholarship Committee/Organization Name],  
I am writing to formally accept the [Name of Scholarship] award for the [academic year/term]. I am immensely grateful for this opportunity and appreciate the support and recognition of my academic achievements.

[Optional: A sentence expressing how this scholarship will impact your studies or future plans.]

I understand the importance of adhering to the scholarship requirements and will ensure to maintain the standards expected. Thank you once again for this generous award. I look forward to upholding the values of [Scholarship Name] throughout my academic journey.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]