

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

[Recipient's Name]  
[Title]  
[Department/Office]

University of California, Los Angeles  
[Address of the University Office]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the [Name of Scholarship] offered to me for the [academic year/semester]. I am incredibly honored to receive this scholarship and appreciate the financial support it provides as I pursue my degree in [Your Major] at UCLA.

I am excited about the opportunities that await me at UCLA, and I am committed to making the most of my education. The scholarship will greatly alleviate my financial burden, allowing me to focus on my studies and contribute to the university community.

Thank you once again for this generous scholarship. I look forward to being a part of the UCLA community and making meaningful contributions throughout my time at the university.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]