

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[University of Queensland]
[Department/Office Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Acceptance of Enrollment - [Program Name]

I am writing to formally accept my offer of enrollment in the [Program Name] for the [Term/Year] at the University of Queensland.

I would like to express my gratitude for this opportunity and confirm my intention to join the university community.

In compliance with the enrollment procedures, I have attached [any required documents or information].

Please let me know if there are any further steps I need to complete before the start date.

Thank you once again for this opportunity. I look forward to contributing to and learning from the vibrant community at UQ.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]