

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

Dear [Scholarship Committee/Scholarship Coordinator's Name],  
I am writing to formally accept the [Name of Scholarship] awarded to me  
for the [academic year/term]. I am incredibly grateful for this  
opportunity and appreciate the support provided by  
[University/Organization Name].

I understand the responsibilities and commitments that accompany the  
scholarship, and I am fully prepared to comply with all requirements.  
This scholarship will greatly assist me in my pursuit of [Your  
Degree/Field of Study] and will significantly ease the financial burden  
of my education.

Thank you once again for this generous support. I look forward to  
contributing positively to [University/Organization Name] and making the  
most of this opportunity.

Sincerely,  
[Your Name]  
[Your Student ID (if applicable)]