

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[WGU Scholarship Committee]
Western Governors University
[University Address]
[City, State, Zip Code]

Dear [Scholarship Committee/Specific Name],
I am writing to formally accept the scholarship awarded to me by Western Governors University for the [specific scholarship name] for the academic year [year]. I am incredibly grateful for this opportunity and the support it provides in my pursuit of [your degree program]. This scholarship will greatly assist me in achieving my educational goals and furthering my career in [your field of study]. I appreciate the confidence that the committee has placed in me, and I am committed to making the most of this opportunity.
If there are any additional steps I need to complete to finalize the acceptance of this scholarship, please let me know. Thank you once again for this generous award and the support you provide to students like me.
Sincerely,
[Your Name]
[Your Student ID (if applicable)]