

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

Dear [Scholarship Committee Name/Specific Person's Name],  
I am writing to formally accept the [Scholarship Name] that I have been  
awarded for the [academic year/semester]. I am incredibly grateful for  
this opportunity and appreciate the support provided by  
[Organization/Institution Name].

This scholarship will greatly assist me in pursuing my studies in [Your  
Major/Field of Study] at [Your Institution Name]. I am committed to  
making the most of this opportunity and contributing positively to  
[mention any related activities or goals].

Thank you once again for your generosity and support. I look forward to  
fulfilling the expectations associated with this scholarship.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Student ID Number (if applicable)]