

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

Dear [Admissions Committee/Specific Name],
I am delighted to inform you that I have received and accepted your offer of admission to [Program Name] at [University Name] for the [term/year]. I would like to express my gratitude for this incredible opportunity. After careful consideration, I am excited to join [University Name] and contribute to its vibrant academic community. Please find attached any required documents and my confirmation details. Should you need any further information, please do not hesitate to contact me.

Thank you once again, and I look forward to starting this new chapter at [University Name].

Sincerely,

[Your Name]

[Your Student ID (if applicable)]