

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

[Recipient's Name]
[Recipient's Title]
[Organization/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the offer of admission to
[Program/Department Name] at [Organization/Institution Name] for the
[term/year]. I am thrilled to join the [specific program/department] and
am eager to contribute to the academic community.

Thank you for this opportunity. I look forward to starting my studies and
being a part of [Organization/Institution Name].

Sincerely,

[Your Name]

[Optional: Student ID if applicable]