

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

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

Dear [Recipient's Name],

I am writing to formally accept the offer of admission to [Program Name] at [Institution's Name] for the [Term/Year]. I am thrilled about the opportunity to join such a distinguished program and am excited to contribute to the academic community.

Thank you for this incredible opportunity. I look forward to starting my journey at [Institution's Name].

Sincerely,

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