

# Acceptance Letter for Postgraduate Research Assistantship

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[University/Institution Name]

[Department Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally accept the offer for the Postgraduate Research Assistantship position in the [Department/Program Name] at [University/Institution Name]. I am thrilled to have the opportunity to work under your guidance and contribute to [specific research project or area].

I understand that my responsibilities will include [briefly outline responsibilities], and I am fully committed to fulfilling these duties to the best of my abilities. I am looking forward to collaborating with you and the research team.

Please let me know if there are any formalities or documents you require from me prior to my start date. I am eager to begin this new chapter in my academic career.

Thank you once again for this incredible opportunity. I look forward to contributing to the exciting work at [University/Institution Name].

Sincerely,

[Your Name]