

Internship Acceptance Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name],

I am writing to formally accept the offer for the internship position at [Research Program/Organization Name]. I am excited about the opportunity to contribute to your team and gain valuable experience in [specific field or area of research].

I appreciate the confidence you have shown in me and look forward to starting on [Start Date]. Please let me know if there are any documents or further information required prior to my start date.

Thank you once again for this incredible opportunity.

Sincerely,

[Your Name]