

Prize Acceptance Authorization

Date: [Insert Date]

To Whom It May Concern,

My name is [Your Full Name], and I am currently a [Your Year, e.g., junior] at [Your School/University Name], pursuing a degree in [Your Major]. I am writing to formally accept the [Name of Prize/Award] that I have been honored to receive for my academic achievements.

I understand that this award comes with certain responsibilities and I am committed to upholding the standards associated with it. I appreciate the recognition and support from [Awarding Institution/Organization].

Please let me know if there are any further steps I need to take regarding the acceptance of this prize.

Thank you once again for this prestigious honor.

Sincerely,

[Your Full Name]

[Your Contact Information]

[Your Address]