

Letter of Gratitude for Graduate Assistantship Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Department Name]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to sincerely express my gratitude for the offer of the Graduate Assistantship in [specific program or department] at [University Name]. It is with great enthusiasm that I accept this opportunity.

This assistantship aligns perfectly with my academic goals and provides a valuable chance for me to contribute to the [mention any specific project or research] while expanding my knowledge and skills.

Thank you once again for your confidence in my abilities. I look forward to working under your guidance and contributing to the [department or program].

Sincerely,

[Your Name]