

# Confirmation of Academic Scholarship Award

Date: [Insert Date]

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

Dear [Recipient's Name],

We are pleased to inform you that you have been awarded the [Name of Scholarship] for the academic year [Year]. This scholarship recognizes your outstanding achievements and commitment to your academic pursuits.

Your scholarship award is in the amount of [Amount] and will be applied towards your tuition and fees at [Institution Name].

Please confirm your acceptance of this scholarship by signing and returning the enclosed acceptance form by [Deadline Date]. Should you have any questions, feel free to contact us at [Contact Information].

Congratulations on your achievement, and we wish you continued success in your academic endeavors!

Sincerely,

[Your Name]  
[Your Title]  
[Institution Name]  
[Contact Information]