

University Name

Date: [Insert Date]

Dear [Student's Name],

We are pleased to inform you that you have been awarded the [Name of Scholarship] for the academic year [Year]. This scholarship is a recognition of your outstanding achievements and potential.

Details of the scholarship award are as follows:

- Scholarship Amount: [Amount]
- Duration: [Duration]
- Conditions: [Conditions, if any]

Please confirm your acceptance of this scholarship by [Response Deadline Date]. You can contact us at [Contact Information] for any further inquiries.

Congratulations on this achievement! We look forward to welcoming you to [University Name].

Sincerely,

[Your Name]

[Your Title]

[University Name]

[University Address]

[University Contact Information]