

# Fellowship Offer Acceptance

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Institution/Organization Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the offer for the [specific fellowship title] position in the [specific research program] at [Institution/Organization Name]. I am excited about the opportunity to contribute to [briefly state the focus of the research or project] and to collaborate with your esteemed team.

As discussed, I will commence my fellowship on [start date], and I have reviewed and accept the terms outlined in the offer letter dated [date of offer letter]. I appreciate your support and guidance throughout this process.

Thank you once again for this opportunity. I look forward to joining [Institution/Organization Name] and contributing to the ongoing research efforts.

Sincerely,

[Your Name]

[Your Address Line 1]

[Your Address Line 2]

[Your City, State, Zip Code]

[Your Email Address]

[Your Phone Number]