

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Institution/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the offer of the [Name of Fellowship] that was extended to me. I am immensely grateful for this opportunity to further my academic career and to contribute to [specific field or project].

Thank you for your confidence in my abilities. I am excited to join [Institution/Organization Name] and to work alongside such esteemed colleagues. I look forward to [brief mention of your goals or aspirations during the fellowship].

Thank you once again for this invaluable opportunity.

Sincerely,

[Your Name]