

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Title]

[Institution/Organization Name]

[Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally accept the offer for the [Name of Fellowship] at [Institution/Organization Name], as detailed in your letter dated [Date of Offer Letter]. I am honored to have been selected for this prestigious fellowship and I wholeheartedly accept the terms and conditions outlined in the offer.

I am very much looking forward to contributing to [specific project or research area], and I am eager to collaborate with my fellow researchers and the faculty at [Institution/Organization Name]. This opportunity will greatly enhance my academic and professional development.

Please let me know if there are any further steps I need to complete prior to my start date on [Start Date]. I appreciate your support and guidance throughout this process.

Thank you once again for this incredible opportunity. I look forward to joining the team and embarking on this journey.

Sincerely,

[Your Name]

[Your Degree Program/Position]