

# Acceptance of Work-Study Program Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[University/College Name]

[Department Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the offer to participate in the Work-Study Program for the [specific term, e.g., Fall 2023]. I am grateful for this opportunity and excited to contribute to [Department/Organization Name].

I believe this program will provide valuable experience and enhance my education at [University/College Name]. I am looking forward to working alongside my colleagues and contributing to our shared goals.

Please let me know if there are any forms or further steps you need me to complete prior to the start of the program.

Thank you once again for this opportunity. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID]