

Acceptance of Teaching Assistant Employment Offer

Date: [Insert Date]

[Recipient's Name]

[Department/Office]

[University/Institution Name]

[Address]

Dear [Recipient's Name],

I am writing to formally accept the offer for the position of Teaching Assistant in the [Specific Department/Course] at [University/Institution Name], as outlined in your letter dated [Date of Offer Letter]. I am very excited about the opportunity to contribute to the academic success of the students and support the faculty.

I confirm that I will begin my duties on [Start Date] as discussed. I appreciate the trust you have placed in me, and I am committed to fulfilling my responsibilities with diligence and professionalism.

Thank you once again for this opportunity. I look forward to being a part of the team and contributing positively to the academic community.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]