

Jane Smith
123 Main St.
Wichita, KS 67260
(316) 555-1234
hopefulshocker@gmail.com

5/1/2019

Dear Professor Miller,

Thank you so much for your letter pertaining to my scholarship award. I whole heartedly accept your offer and cannot wait to start classes this fall as a real Shocker! Do you need anything more from me beyond this acceptance letter? I noticed that you did not request my Social Security number in my Scholarship Application. Just in case you need it, my Social Security number is 000 00 0000.

Oh, and I would like to charge the rest of my tuition to my credit card. Here is the number:
9999 9999 9999 9999.

Please pass along my thanks to the Scholarship Committee. See you in August!

Sincerely,

Jane Smith

