**Thank You Letter Samples from College Scholarships**

<http://www.collegescholarships.org/scholarships/thank-you-samples.htm>

Keep letters brief, but make sure to tell the donor(s) about yourself, the impact their generosity has on your education, as well as future goals that are supported by the educational funding that has been provided.  Generally, your thank you response should be submitted in paper form, to the individual or organization most instrumental in landing you the award.  Follow these guidelines for most scholarship thank you letters.

* Grammar and spelling should be checked and correct – it is, after all, an academic award.
* Be genuine and sincere in the tone of your thank you letter.
* Show your personality.  The formality remains, but you are now an appreciative recipient, rather than a prospective candidate.  There is nothing wrong with acknowledging your enthusiasm and excitement about winning the scholarship.
* Submit your letter in a business-type structure, typewritten on high quality resume paper.
* Above all, convey your message of thanks clearly and somewhat concisely.

Use these following sample letters as guidelines for crafting effective scholarship thank you letters.

**Sample #1**

Date

Your Name  
Address

Donor Name  
Address

Dear Scholarship Donor,

I am honored to be one of the recipients of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_Scholarship. Thanks to your generous support I am the first in my family to attend college.

Growing up in a less privileged community has not only offered financial and academic challenges, but has also helped me realize the value of a college education.

I have just begun my undergraduate career as a freshman at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ College/University and can already report that my academics are off to a first-rate start. My plans at this stage are to complete a major in Political Science. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ College/University offers one of the finest programs in the country and I consider myself fortunate to be able to attend.

Working as a volunteer in my community throughout my high school career, I enjoyed helping people learn about community services available to them. I hope to be able to serve in a political position sometime in the future, where I might have even more of an ability to help less fortunate and under-represented social groups.  My educational pursuits would not be possible without generous support from scholarship sponsors like your organization.  Thank you for enabling this opportunity!

Sincerely,

Your Name

**Sample #2**

Date

Your Name  
Address

Donor Name  
Address

Dear Scholarship Donor,

My lifelong dream of [attending medical school](http://www.collegescholarships.org/scholarships/health-science.htm) is moving forward, thanks to generous educational scholarships like yours.  Since being named one of the recipients of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Scholarship, my dream is becoming a reality at \_\_\_\_\_\_\_\_\_\_\_ College/University Medical School. The $\_\_\_\_\_\_\_ award gives me an opportunity to earn skills that will serve the medical community following graduation. Thank you personally for your generosity: Without scholarship patrons willing to support medical education, students such as myself would be unable to pursue advanced health care degrees.

Your scholarship will help me earn credentials in [Pediatric Medicine](http://www.collegescholarships.org/scholarships/pediatrics.htm), which requires special training and coursework.  My passion for medicine is matched only by my love for children, so my decision to specialize in Pediatrics comes from the heart.

Once again, thank you for the vote of confidence and the medical school scholarship.  I am committed to my education and to the health care field, and one step closer to becoming a doctor, thanks to your continued generosity and the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Scholarship.

Sincerely,

Your Name