

SAMPLE THANK YOU LETTER

Linda Jones
123 Main Street
Tallahassee, FL 32301

July 5, 2015

Dear Mr. and Mrs. _____,

I am writing to express my sincere gratitude to you for making the _____ Scholarship possible. I was thrilled to learn of my selection for this honor, and I am deeply appreciative of your support.

I just finished my junior year and am majoring in both meteorology and geography as well as completing a certificate in emergency management. This semester, I will also be working with a non-profit weather organization, which will give me the opportunity to apply what I have learned in the classroom directly to the field. I am excited to use my passion for meteorology to help vulnerable communities around the United States and the world. I have always been fascinated by our weather system and hope to one day work for the National Weather Service. The quality education and unique opportunities I receive here at Florida State will leave me with the knowledge, confidence and skills that will bring me closer to my goals.

By making this scholarship possible, you have helped to lighten my financial burden, which allows me to focus more on the most important aspect of school: learning. Your generosity is truly an inspiration to me. I hope that one day I will be able to help students achieve their goals, just as you have helped me.

Sincerely,

Linda Jones