

Once again, congratulations on being selected for a scholarship!

Please submit your thank you letter [here](#).

We recommend you use this format to compose your scholarship thank you letter.

Dear Scholarship Donor,

- 1. First Paragraph** - Start by expressing your gratitude and name the award you were selected for
- 2. Second Paragraph** - Tell your donor about yourself. Let them know what your degree program is; share honors and interests related to your field of study; why attending college means so much to you; struggles and accomplishments you've experienced
- 3. Third Paragraph** - Share your dreams for your future and the steps you are taking to achieve your goals. Explain what it meant to you to be selected and how it's making a difference in your academic journey. Close by thanking the person again and make a commitment to do well with the "donor's investment."

Sincerely,

Your Name

### Example 1

Dear Scholarship Sponsor,

Thank you for selecting me for the Alfred T. May Scholarship. I was thrilled to receive the award email. I can't even begin to express enough appreciation for being selected to receive this scholarship. It is such an honor.

I am going to school for an education that will enable me to provide for my family. I'm a single father of a baby girl and I currently work full time in the banking field. I am pursuing my Bachelor's Degree in Management and Organizational Leadership with a sub-plan of Sports Management. I intend on getting my master's at Florida State after completing my degree here at St. Petersburg College. I have dreams of working with a professional sports team.

I know my goals are set high. The opportunity to get an education is not something I take lightly. Thanks to sponsors like you who have faith in people like me, thank you! Words can't even describe my gratitude! Thank you again for making this part of the journey that much easier.

Truly,

Peter Pan

## Example 2

Dear Scholarship Donor,

I am writing to thank you for your generous Margaret Kelly Cubbon scholarship. I was very happy and appreciative to learn that I was selected as a recipient of your scholarship. This award came at an essential time for me; I was able to reduce my time at work and dedicate it toward the heavy work load I've had this semester.

My name is Jenny Jacob and I am a first generation college student. I am a biology major with an emphasis in physiology and anatomy. I plan to pursue a career in pharmacy upon graduating from St. Petersburg College. I know there is a long journey ahead of me, but I am so excited to get into my field of study.

As a first generation student, unfortunately college was not necessarily planned or saved for so I have been working to put myself through school with minimal loans. I can't express how much I appreciate your investment in me as a student wanting to get a higher education. This scholarship has afforded me hours of much needed study time that I otherwise wouldn't have had. Although my college journey is nowhere close to complete, I will always remember the Margaret Kelly Cubbon scholarship and the support you gave me. I can only hope to one day be able to pay it forward in various ways.

Receiving this scholarship made me feel powerful and capable. It gave me hope that I can do this, I can graduate from college! Once again, thank you for all of your encouragement and this gift.

Sincerely,

Jenny Jacob

## Example 3

Dear Scholarship Sponsor,

I am writing to thank you for your generosity with the Thomas A. Plein Endowed Scholarship. I am honored to be named a recipient of this Scholarship for this academic year. I would like to express my sincere gratitude for your support of St. Petersburg College and its students.

Currently, I am a sophomore pursuing a degree in Nursing. I hope to become a Registered Nurse to be able to take care of patients, especially cancer patients. I found my passion in nursing through helping my sister when she was diagnosed with breast cancer. I was with her each step of the way as she progressed through her Chemotherapy treatment. It was my sister who inspired me to pursue my dreams. I know that the journey to becoming a nurse will not be easy. To me, the challenge is worth the reward. Thanks to you, I am one step closer to making my family proud of me.

Through your generosity, I am blessed to pursue my studies in a supportive environment with lessened financial stress. This scholarship reduces a considerable amount of financial pressure on myself as well as my husband, and I am grateful for that. There are no words to express my sincere gratitude for the support you have provided me.

Please know your scholarship has made a definite difference in my life! Once again, thank you for helping me to achieve my educational goals.

Sincerely,

Mary Smith