**LETTER TEMPLATE**

**THANK YOU LETTER TO SCHOLARSHIP DONOR**

**[Date]**

**[Mr./Mrs. First and Last Name of Donor or Name of Organization]**

**[Name of Scholarship]**

**[Address]**

**[City, State, Zip]**

Dear **[Donor Name or Organization Name],**

I am writing to thank you for your generous $500 **[Name of scholarship]** scholarship. I was very happy and appreciative to learn that I was selected as the recipient of your scholarship.

I am a biology major with an emphasis in physiology and anatomy. I plan to pursue a career in pharmacy upon graduating from Plymouth State. I am currently a junior carrying 17 units, and plan to graduate in the fall of 2020. After graduation, I will attend pharmacy school to earn my pharmaceutical degree. Thanks to you, I am one step closer to that goal.

By awarding me the **[Name of scholarship]**, you have lightened my financial burden, which allows me to focus more on the most important aspect of school: learning. Your generosity has inspired me to help others and give back to the community. I hope one day I will be able to help students achieve their goals just as you have helped me.

Sincerely,

**[Sign your name here]**

**[Type your name]**