

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I want to express my heartfelt gratitude for [specific reason, e.g., the opportunity to intern, mentorship during my project, etc.].

Your guidance and support have been invaluable to my growth as an engineering student. [Include a specific example of how the recipient helped you].

Thank you once again for your generosity and encouragement. I look forward to applying what I've learned as I continue my studies and future career.

Sincerely,

[Your Name]
[Your Program/University]
[Your Year of Study]