

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Scholarship Committee Name]  
[University Name]  
[Department/Office Name]  
[University Address]  
[City, State, Zip Code]

Dear [Scholarship Committee/Donor's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for being selected as the recipient of the [Name of Scholarship] for the [academic year/semester].

This scholarship will significantly ease my financial burden and allow me to focus more on my studies in [your major or field of study]. I am committed to making the most of this opportunity and contributing positively to the [University/Community] through my academic and extracurricular pursuits.

Thank you once again for your generosity and support. I am truly honored to be a part of [University Name].

Sincerely,

[Your Name]  
[Your Student ID (if applicable)]  
[Your Major/Program]