

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Recipient's Name]
[Recipient's Title]
[Department/Organization Name]
University of Florida
[University Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for [specific reason, e.g., the opportunity to visit your lab, the scholarship, the internship, etc.].

Your support has made a significant impact on my academic journey, and I truly appreciate the time and effort you have invested in helping me.

[Mention any specific experiences or lessons learned].

Thank you once again for your generosity and encouragement. I look forward to staying in touch and hopefully collaborating in the future.

Sincerely,

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