

# Sample Thank You Letter

**Date**

Hartnell College Scholarship Office  
411 Central Avenue  
Salinas, CA 93901

**Dear Scholarship Donor,**

My name is **(Your Name)**, I just finished my sophomore year at Hartnell College. I am extremely grateful and would like to give thanks in receiving the **(Name of the Scholarship Award)**.

This fall I was accepted to California State University Monterey Bay, I plan to study there this fall 2010 semester. I will be playing basketball for the Otters next season and hope it will be a great experience. This scholarship will allow me to pay for books and materials as well as support me in pursue a Bachelors degree in Marine Biology.

After I receive my bachelor's degree, I plan on attending UC Davis to pursue my master's degree in Ocean Science. My future goal is to work with marine life in our local Monterey Peninsula. I am hoping to make a difference in the environment of these animals as well as keep our local waters clean and safe for us all.

Thank you for your support in my educational and career goals.

Sincerely,

**(Your Signature Here)**

**Your Printed Name Here**