[Date]

[Name of the foundation/organization]

[Address of the foundation/organization]

Respected [Name of the foundation/organization],

Subject Line: Accept my sincere thanks

I want to take this opportunity to thank you for selecting me as one of the recipients of your valued scholarship program this year.

I am currently doing my graduation in Organic Chemistry and wish to become a toxicologist in the future. To work in the field of toxicology you need skills like a logical and independent mind, the minutest attention to detail, excellent oral and written communication skills, and also good team-working capabilities. To my mind, I have all the qualities needed to become a successful toxicologist. I want to, therefore, work as a scientist and make some meaningful contributions to this field.

I am greatly thankful to you for taking the financial burden off my shoulders and helping me earn this degree.

Yours faithfully,

[sign your name here] [mention your name here]