DATE
NAME
ADDRESS
Dear NAME,
Congratulations! I am pleased to inform you that the Specific Program Scholarship Committee has selected you as the recipient of the Scholarship in recognition of your academic excellence. (INSERT SPECIFIC INFO HERE - EX: The Lili Kibel Memorial Scholarship was established in August 1999 by Henry Kibel in memory of his wife and is intended to provide an annual scholarship to at least 1 student enrolled in the Architecture Program, selected on the basis of merit and/or need.)
You have been awarded \$ in scholarship funds. This sum will be credited to your student account in equal amounts over the upcoming semester(s). Receipt of the award is contingent upon your enrollment in the program for the upcoming academic year,
Please write a note of thanks to NAME. We will forward your note to NAME.
If the terms of the award are acceptable to you, please sign, provide the information requested below, and return the signed original letter to me by DATE along with your thank you note. If the signed letter is not received by that date, this scholarship will not be processed and the offer will be null and void. Please keep a copy of this letter for your records.
Sincerely,
Brian Kelly AIA Associate Professor Director, Architecture Program
I accept the Scholarship for the semester(s).
Signature: UID: Date:
(\$ from Account #