

Nothing is appreciated more than a kind letter of thanks!

Many of our students are recipients of scholarships made possible by the kind and generous support of local community members and businesses who want to help you succeed.

Please write a brief letter to the donor of your scholarship to let that person know how much his/her generosity has helped you. Be sure to express your thanks and proofread carefully.

THANK YOU LETTER TIPS

- Many people enjoy a handwritten note of thanks – if you like your handwriting, considering writing your letter on a notecard. If not, simply type it up like you will your first paper this semester!
- Suggestions on what to share with the donor:
 - Write about yourself: your name, class year, major, and any awards or honors that you have received.
 - Tell the donor where you are from and why you chose to attend WNCC.
 - Write about your academic pursuits, career goals, and future plans.
 - Tell them what this scholarship means for you!

SAMPLE STUDENT LETTER

I am currently enrolled at WNCC as a Business major. After graduating with my Associates degree, I hope to transfer to Chadron State College and complete my degree in Accounting. I hope to move back to my hometown of Valentine, Nebraska and work as a CPA.

Receiving the scholarship has been great. With your support I can focus on my studies and work harder to ensure my academic success. Because of your generosity, I am able to continue pursuing my dream. Thank you for making a difference in my life here at WNCC!

Sincerely,

Ann Smith

WNCC assures learning opportunities for all – **enriching** lives, **invigorating** communities, **creating** futures.