

Example Letters for a General Scholarship, Award, or Bursary

Dear Mr. & Mrs. Abbott,

My name is Sally Smith. I am a second-year student pursuing my Bachelor of Education and this year's proud recipient of the John Abbott Scholarship.

I am writing to express my sincere gratitude for your generosity and for helping me further my education here at Bishop's. Your investment in my future means everything to me. With your help, I am now able to pursue my passion and achieve my academic goals without worrying about financial constraints. I also want to take advantage of everything Bishop's has to offer, including joining the student-led, Outdoors Club.

I grew up on a farm just outside of Fernie, B.C. with my parents and five siblings. As much as I love home, I am really enjoying my time here in Quebec's Eastern Townships and immersing myself in its rich culture. I am even trying to learn French while I am here.

I am so happy that I chose Bishop's, as the small, tight-knit community has been so supportive. The teachers really take the time to get to know the students, and as I spend more time at Bishop's, I feel like I am becoming part of the BU family.

Next semester, I will have the opportunity to start my teaching practicum. I have been placed in a small school, located in an English-speaking community. The school only has 28 students from kindergarten to grade 6. I am looking forward to learning everything I can from my co-workers.

I am overwhelmed by your kind gesture, that you have invested in me, someone you have never met. Your contribution has inspired me to work even harder and strive for excellence in everything that I do. Your support has significantly impacted my life and has given me confidence in my abilities to accomplish important things.

I hope to one day be in a position when I can give back to the BU community, so another student, like me, can benefit like I did.

Sincerely,



Sally Smith

Example Letters for a General Scholarship, Award, or Bursary

Dear Mr. Norton,

My name is Arjun Sutar. I am from Montreal, QC. I am writing this letter to express my heartfelt gratitude as I am this year's recipient of the Reeves Family Bursary.

I am a third-year neuroscience student, minoring in biology and a proud member of the BU Rugby team, training 4-5 days per week and playing games every weekend. Your philanthropy has made it possible for me to focus on my education without the added financial stress.

Given that in the past I have had to work two part-time jobs to pay for my school expenses, it left me little time for anything else. Now thanks to your generous gift, I was able to become part of the BU Snow Club and, after hard work and dedication, I made the academic honor roll this semester.

I have been able to form many friendships through these clubs and next year I will be applying for a position as a club executive. I look forward to further developing my leadership skills at Bishop's.

Once again, I wish to express my sincere appreciation for the support and motivation that your generosity has provided me. I will forever be grateful for your kindness and will work hard to make the most of this opportunity.

Sincerely,



Arjun Sutar

A Memorial Scholarship Thank You Letter

Dear Mr. Paterson,

My name is Heather Bailey. I am a first-year student, studying Sustainable Agriculture and Food Systems, minoring in business and this year's proud recipient of the Ben Paterson Memorial Scholarship. I am humbled and grateful to have been selected and I would like to express my deep appreciation for your generosity.

My goal for the future is to run my own sustainable farm in my hometown of Brampton, Ontario. I understand that Ben was someone who was passionate about the outdoors and animals and I hope that through this opportunity, I can help honor his memory.

This summer I will work as an intern on the Educational Farm here at Bishop's. I am looking forward to testing some theories that I've learned in class, especially being part of the potato experimental project.

Your act of kindness in funding a scholarship in his memory has not just touched my life, but it will have an impact on so many others who will benefit from this scholarship in the future. I cannot thank you enough for this generous opportunity. It will not only help me with my academic pursuits, but it also encourages and motivates me to one day, give back to Bishop's University so that other students like me can have some help along their academic journey.

Once again, please accept my heartfelt thanks for this gift. This has undoubtedly been a defining moment in my academic and personal life.

Sincerely,



Heather Bailey