

## Thank you letter and photos

Congratulations on being selected as a Foundation scholarship recipient!

As part of the requirements to accept your scholarship, you will need to submit a thank you letter along with a photo. Your letter and photo will go directly to the donors that fund your scholarship, and may be used to help in promotion of the Foundation and the college. Please present yourself as professionally as possible. Below are the guidelines to help you in this process.

Failure to submit all of the requested materials within two weeks of acceptance, or submitting plagiarized content, could jeopardize your scholarship. If you have questions, the Foundation staff is here to help you. Please email us: [foundation@chemeketa.edu](mailto:foundation@chemeketa.edu) or call: 503-365-4747.

### Thank you letter guidelines

- Your thank you letter should be written in Microsoft Word and submitted via email at time of acceptance
- Your letter should be written from the heart and carefully proofread
- Thank you letters should be between 300-1000 words
  - Submissions that fail to provide a minimum of 300 words will be considered incomplete and you may be required to resubmit your letter.
  - Letters that are clearly plagiarized from the examples will not be accepted.

### Letters should include the following:

1. Address the letter to Dear (scholarship name) Donor,
2. What this scholarship means to you
3. A little about your history
4. Your academic goals at Chemeketa
5. What you would like to do after you complete your studies at Chemeketa
6. Thank your scholarship donor
7. Your color photo – see photo examples at the bottom of this document

### Photo guidelines

- Photos will be shared with donors and may be used for marketing materials
- Senior photos or professional photos are preferred
- If you receive a child care scholarship or mention your children in the letter, you can submit family photos
- Please, **no selfies** or photos cropped too closely
  - You may be asked to resubmit a photo if it doesn't meet the standards

## Thank you letter examples

### 1 - Dear Nursing Scholarship Donor:

I want to personally thank you for allocating this scholarship to my educational pursuit of becoming a Nurse. The three years it has taken applying and reapplying, and finally getting into the Nursing Program has given me hope and now receiving this scholarship is a huge blessing to me. My financial situation is anything but ideal, raising four children on a waitresses income and child/alimony support. I cried when I read the congratulatory letters for the Nursing program and the scholarship award.

My academic goal at Chemeketa is to complete the two year Nursing program with top GPA, earning my RN with gratitude for the opportunity to serve in the medical field. I plan on continuing my education and earn my BSN after my Chemeketa graduation. I chose Chemeketa because of its reputation in the Nursing field and the kindness this college has extended to me with wonderful counselors and professors who have helped me down this path.

To me education means the difference between poverty and having a good life for my children and myself. I am the first to be accepted, attend college, and start a career in the medical field. Struggling after a divorce with four children and finding a career that will build a good life, I am finally seeing a light at the end of the tunnel. This scholarship means that there is hope and reward for working hard, accomplishing goals, and never giving up.

Thank you again so much for giving me a head start towards becoming successful in the Chemeketa Nursing program. It is making a world of difference to me.

Sincerely,  
Student Name

### 2 - Dear Robert Mobley Memorial Scholarship Donor,

First, I'd like to say thank you so much for my Robert Mobley Memorial Scholarship, I am so excited about this award. It will be a big help with my financial needs. My academic goal is to graduate from Chemeketa Community College with a fire science degree that will lead me to become the best firefighter I can possibly be. Once I have done that, I would like to continue my education and get my paramedic degree so I can be both firefighter and paramedic certified, increasing my capabilities and opportunities.

Going into high school, I already had an idea that I wanted to be a firefighter because it has always caught my interest. One of the reasons it caught my attention was because my father fights wildland fire and I think that's what really ignited my interest. Eventually I decided I wanted to take part in the structural side of fire, serving my community. There are negatives, such as risks you have to take, but the positives make it worth taking those risks. Best of all, you get to serve your community. Since I knew that becoming a firefighter was for me, I researched colleges in Oregon with fire science programs and found Chemeketa was the place for me.

After being accepted into the fire science program I realized that getting an education is expensive. On top of education, you have all your living expenses and other miscellaneous expenses that add to the cost of attending college and getting a degree. Any help that I can get is so appreciated and I am very grateful for opportunities like this scholarship that will give me a step closer to obtaining my degree.

Thank you again for my Robert Mobley Memorial Scholarship that will help me fulfill my dream of being the best firefighter I can be.

Sincerely,

Student Name

**3** - Dear Craig Clark Memorial Scholarship Donor,

To start, I would like to thank you very much for my Craig Clark Memorial Scholarship. My academic goal in life is to become a Mathematician – and eventually get my Doctorate degree.

As a female in a rather male dominated subject, it is my dream to show girls like me that you can succeed in the things you are passionate about – even if others say you can't. I grew up loving math and science. While my friends loved writing poems, I loved timed multiplication tables. So it came to no one's surprise that I chose to pursue Math as a career path. In my single-parent home, I was told I was going to go to college no matter what. But we didn't have the funds or resources to pay for all the "no matter what's". But thanks to this scholarship, I can keep striving to reach my goal of graduating.

My ultimate path is to finish at Chemeketa with an AAOT and transfer to Western Oregon University. I will drive there instead of paying for room and board because it is less expensive this way and I can look after my family much easier. I plan to graduate from WOU with a Bachelor's of Science in Mathematics. From there my goal is to attend Oregon State University and obtain my Masters of Science in Mathematics. I will hopefully find a job teaching Math either at the High School or Community College level and start my life. Later, I will strive to obtain my Doctorate so I can become a professor and continue to show that girls can achieve anything they put their minds to.

With your help, I am a step closer in my ultimate path. This scholarship means that I don't need to take as many late night shifts in order to pay for all the costs and I can focus more on my studies and GPA. It is a huge financial help, and my family thanks you sincerely for this. Family is the reason I can pursue this life path and reach my goal. I am extremely motivated because of people like you caring enough to donate money and help better the community and the world.

Thank you again for my Craig Clark Memorial Scholarship and for helping not only me but my family.

Sincerely,

Student Name

**4** - Dear Alex Buczynski Memorial Scholarship donor,

I can't thank you enough for choosing me to be a recipient of the Alex Buczynski Memorial Scholarship. It means the world to me. I am currently a third year student at Chemeketa starting this term as a Human Services student. For a long time I struggled with what I wanted to do, career wise, but have finally chosen my direction. My academic goal is to obtain an Associate's degree in Human Services through Chemeketa followed by a Bachelor's Degree in Psychology at Western Oregon University. My goal is to work For Oregon DHS Child Protective Services.

Growing up I was always the one who was helping others, even putting them before myself. I have had a passion for working with children since I was young, starting with providing childcare through my church nursery when I was 10. I went on to continue providing childcare as I got older by becoming an in-home provider. I have now been in the field for 27years! I chose to attend Chemeketa originally because it was close to home and I could easily commute. At first I was in the Early Childhood

Education program wanting to specialize in Special Education, but from there I learned of the Human Services program and decided to apply. I was accepted and started this fall term.

As a newly single parent of three kids, things have been tough, but my kids are my heart and soul. I would do anything for them. They mean everything to me and the reason I want to go into the Human Services field. I want to be able to raise them with good values, a loving heart and helping others, in this career choice, I think that they will see what helping others can do for oneself. For me I am happiest when helping others, it's what drives me most days, be it helping my own kids or someone else who is in need.

Again I can't even begin to thank you enough for giving me the opportunity to grow as a person, student and most of all a parent. I am eternally grateful for this scholarship. Thank you for my Alex Buczynski Memorial Scholarship and for helping me achieve my dreams!!

With gratitude,

Student Name

### Photo Examples

