

STEP 1

PLEASE USE TIMES NEW ROMAN FONT & INSERT THE CURRENT, BOLDED DATE.

September 15, 2018

STEP 2

Dorothy B. Banks Charitable Trust

INSERT THE BOLDED NAME OF YOUR SCHOLARSHIP & ADDRESS THE COMMITTEE.

Dear Dorothy Banks Scholarship committee,

STEP 3

I am extremely honored to have been selected to receive the Dorothy Banks Scholarship. I deeply appreciate the support and encouragement that you have provided by awarding me this scholarship. I wanted to take a moment and thank you for making this scholarship possible for the students at The University of Texas Health Science Center at San Antonio.

WRITE 3 PARAGRAPHS.

1) PLEASE SAY THANK YOU IN YOUR OWN WORDS, 2) INCLUDE YOUR MAJOR, & 3) PLEASE INCLUDE A STATEMENT OR TWO ABOUT YOUR BACKGROUND THAT YOU ARE WILLING TO SHARE.

I am currently a Respiratory Care student at The University of Texas Health Science Center at San Antonio. This scholarship has alleviated some of the financial load during my course of study here and has helped me focus more on what this program has to offer. I plan to graduate in May 2016 and thanks to Dorothy Banks scholarship, I will become a registered Respiratory Therapist and medically serve the south Texas region.

PLEASE SHARE WHAT THIS FINANCIAL SUPPORT MEANS FOR YOU.

I thank you again for your generosity and support by providing me this wonderful scholarship. I am one step closer in reaching my goal of becoming a Respiratory Therapist. I hope one day to help others in the health care field and inspire many future respiratory care students like myself.

STEP 4

Sincerely,

INSERT YOUR NAME & CLASS YEAR, PROGRAM, SCHOOL, AND THE UNIVERSITY NAME.

Jane Smith, Class of 2020
Respiratory Care
School of Health Professions
UT Health Science Center at San Antonio

(DO NOT COPY THE WORDING FROM THIS TEMPLATE. PLEASE BE ENCOURAGED TO USE YOUR OWN WORDS. THIS IS A TEMPLATE & IS INTENDED TO BE A HELPFUL GUIDE)