

Draft, Revised 01.06.12

SAMPLE FINAL AWARD LETTER  
(Pending clearance from Financial Aid)

DATE

FULL NAME  
ADDRESS  
CITY, STATE ZIP

Dear FIRST NAME:

Congratulations! In recognition for your outstanding academic achievements, Georgia State is delighted to notify that you have been awarded a Georgia State University Foundation scholarship award for academic year 20XX-20XX.

The award will be made from NAME OF SCHOLARSHIP FUND and consists of an annual award of \$X,XXX divided between the fall and spring semesters. The funds will be credited to and disbursed from your student account in accordance with university procedures.

If you have questions about your scholarship, please contact me at 404.413.XXXX.

Sincerely,

NAME OF SIGNER  
TITLE OF SIGNER