

Dear **Student**,

Congratulations! You have been selected to receive the **Scholarship** for the **20xx-20xx** academic year in the amount of **\$x,xxx**.

To receive this award you must:

- be a degree-seeking student,
- enrolled full-time at the University of Northern Iowa
- meet the award criteria, and
- follow the procedure for renewal (if applicable).

This scholarship becomes part of your financial aid package and is automatically accepted on your behalf. If you choose to decline this scholarship, please email additional.aid@uni.edu with your reason for declining.

Important: For full scholarship consideration, complete the UNI Scholarship Application and the FAFSA by the priority deadline every year.

An expression of your appreciation for this scholarship should be sent to the address given below. The attached form will assist you in writing this letter.

John and Jane Doe
123 Alphabet Street
Waterloo, IA 55555

If you should have **any** questions about this award, please contact our office.

This scholarship will inevitably make a lasting impact in your life. Someday, you may be able to pay it forward as well! Best wishes for success at the University of Northern Iowa.
Congratulations and GO PANTHERS!

Dean, Department Head, Committee, etc.
Position/Title
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***Note:** This scholarship may be removed or reduced if you are receiving UNI scholarship(s) that cover tuition, mandatory fees, room, board, and books for the academic year. This scholarship is voided if new records indicate criteria is not met.*