<*Date*>

Donor Name

Donor Organization

c/o Okanagan College Foundation

1000 KLO Road

Kelowna, BC V1Y 4X8

Dear Name of Donor Contact,

I would like to thank you for your generosity in supporting my studies at Okanagan College with the ***<Name of Award/Scholarship/Bursary>***.

Your assistance will help me to continue to pursue my educational and career goals, in the *<Name of Program>* at Okanagan College.

***<****Briefly describe:*

* *what you have been doing at Okanagan College and/or what you have done prior to coming to Okanagan College (e.g. academic interests, extracurricular activities, special events or experiences)*
* *activities that related to the requirements for receiving the award*
* *the impact the award/scholarship/bursary will have on you and your current studies*
* *future aspirations (e.g. further education, travel, initial job, career/life goals)>*.

Thank you so much again for your generous support of my education.

Kind regards,

*<Student Name>*