

# SEMINOLE CLUB SCHOLARSHIP AWARD SUBMISSION

Seminole Club or Chapter

Scholarship Chair Name

Name of Scholarship (If Applicable)

Is this scholarship coming from an ENDOWED fund?      Yes      No

If yes, please let the student(s) know that the university requires a thank you letter be written to the club making the award. Letters are to be sent to Beth Edwards (baedwards3@fsu.edu). An example letter can be found below.

Amount of Award(s)

How would you like the funds awarded?

Recipient Full Name

Recipient FSU EMPLID

Recipient Email

Is the award winner a STUDENT ATHLETE?      Yes      No

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Check writing instructions:

1. Make check payable to Florida State University
2. Write student's full name and EMPLID in the MEMO line
3. Please attach your cover letter to "here" (example below)

Mailing instructions:

1. **If emailing documents:** please attach submission PDF, cover letter & student Thank You letter. Mail check to address below.
2. **If mailing via USPS:** please print submission PDF, cover letter and student Thank You letter. Include check.

Mail to:

Florida State Alumni Association  
Attn: Keith Cottrell  
1030 W. Tennessee Street  
Tallahassee, FL, 32304



August 1, 2018

Florida State Alumni Association  
Attn: Seminole Clubs Team  
1030 W. Tennessee Street  
Tallahassee, Florida 32304

Re: 2018 AnyCity Name Seminole Club Scholarship Recipient- Suzy Smith

To Whom This May Concern:

Suzy Smith has been selected as the AnyCity Seminole Club Scholarship Recipient for the 2018-2019 term. She has met the club requirements to be selected. Her thank you letter is attached. She plans to use these funds toward tuition payments.

The intent of these scholarship funds is to distribute the funds evenly over the Fall 2018 and Spring 2019 academic terms, \$500 each, for a total of 1,000. Her EMPLID is 123456789.

If you have any questions, please contact me at (850) 555-1234. Thank you.

Sincerely,

Sammy Seminole  
Scholarship Chair  
AnyCity Seminole Club

Cc: Club President  
Beth Edwards (baedwards3@fsu.edu)

AnyCity Seminole Club PO BOX 123 AnyCity, AnyState, USA 12345