

Instructions for Thank You Notes for Music Lesson Scholarships

1. Recipients of scholarships are **required** to write a thank you note
2. Your donor fund information is on your completed registration-Financial Aid Requested form

Music Major Lesson registration form #2: <input checked="" type="radio"/> (Fee \$450; \$225 covered by scholarship)	ACGM: \$ 225.00 ((for office use)
Music Minor Lesson registration form #2: <input type="radio"/> (Fee \$450)	
Non-Music Major/minor Lesson registration form #1: <input type="radio"/> (Fee \$450)	
Non-Music Major/minor Lesson registration form #2: <input type="radio"/> (Fee \$450)	
FA amount/fund: HW \$ 0 MB \$ 0 Lewis \$225.00 (for office use)	BALANCE: \$0.00 (billed to student account)
FA Accepted <input checked="" type="radio"/> Declined <input type="radio"/>	
<u>SO</u> I give the Music Department permission to charge the lesson fee balance to my Student Account.	
*Student must Accept Financial Aid award and sign form to complete registration.	

Donor Fund: HW=HORACE WORKS/ MB=MYRTLE BRIDGES/ Ida Whitsitt Lewis=LEWIS

3. Included below (pg. 2, 3, 4) - templates/suggestions to assist in completing note.
4. Return completed Thank You Note to musiclessons@coloradocollege.edu
5. **Deadline for thank you notes: end of block 1/block 5**
6. Failure to complete and submit Thank You Note puts future financial aid requests/awards in jeopardy.

Suggestions for writing thank you note:

- Describe how you have benefitted from this music lesson.
- How this instruction/experience has enriched your life.
- What it means for you to take lessons.
- Describe appreciation for financial assistance making lessons possible.
- The note need not be elaborate, as long as it is sincere and, hopefully, written soon!

HORACE WORK FUND Thank You Template
(copy and paste this template– do not copy this title)

(Type in today's date)

Mr. and Mrs. Horace Work
P.O. Box 6929
Snowmass Village
Colorado 81615-6929

To Whom It May Concern,

Sincerely,

(your name)

IDA WHITSITT LEWIS FUND Thank You Template-
(copy and paste this template- not copy this title)

(Type in today's date)

Mr. John L. Chambard
PO Box 4292
Cary, NC 27519

Dear Mr. Chambard,

Sincerely,

(your name)