



## Missing Thank You Letter for Endowed Scholarship

Dear Student,

As of today, a thank you letter has not been submitted for your endowed scholarship. A thank you letter is required in order for the funds to be released to your student account.

Please view the Required Documents section in My Sage Aid to view a sample letter, thank you letter guidelines, and donor contact information to submit your letter.

Please be sure to hand in your thank you letter to ensure your scholarship funds get processed. Failure to submit your thank letter will result in removal of your scholarship from your financial aid package.

If you have any questions or need the scholarship information emailed to you again, please contact our office in Albany at (518) 292-1783 or in Troy at (518) 244-4525.

Sincerely,

The Financial Aid Office