[**Date**]

**Subject:** Promising Scholar Award Nomination

Dear [**Prospective Student Name**],

On behalf of the [**Program Name**] in the [**College or School**], I am pleased to announce that you have been nominated for the prestigious Promising Scholar Award.

This award is offered to highly qualified incoming graduate students from diverse backgrounds who enhance and advance the academic and scholarly excellence of our program and university. Our admissions committee members see this promise in you and thank you again for applying to our program.

Recipients of this competitive award will receive $8,000 from the Division of Graduate Studies on top of our program’s graduate funding offer. These funds can be used to help with relocation costs, research and travel, or general living expenses.

Selections will be made by the Division of Graduate Studies very soon. When I am notified about their decision, I will contact you about the outcome.

If you have any questions in the meantime, please let me know.

Sincerely,

[**Signature**]

Faculty Contact Information