

# **C. K. McClatchy Class of '66 Scholarship**

## **Instructions for Writers of Letters of Recommendation**

Thank you for taking the time to write a letter recommending a deserving student for this scholarship. The eligibility criteria are: a GPA of 3.0 or higher, a commitment to continuing his/her education, and financial need.

We would like to emphasize that GPA is only one determining factor in awarding the scholarship. Heavy consideration also will be given to applicants' need, demonstrated commitment to their interests and passions, community service, and plans to give back to the community in the future.

Please use official stationery, where applicable. Include your email address and phone number. Please say how you know the student.

You may give your letter of recommendation directly to the student, send it to the student via US Postal Service, or email it to the student. For the first two options you may use a sealed envelope at your discretion.

Students are responsible for assembling their completed packet, including your letter, and have several options for getting the packet to us. We must have the student's completed application packet by April 4, 2025.

Thanks again for supporting this student's college goals.

McClatchy Class of '66 Scholarship Committee