

SCHOLARSHIP/BURSARY REFERENCE REQUEST FORM



Please allow at least two weeks' notice.

REQUEST INFORMATION

Teacher:

Student:

Student email:

Student #: Date required:

☐ My Scholarship Resume is attached to this form. (required)

TYPE OF REFERENCE REQUESTED - CHECK ONE

☐ I need a general reference letter suitable for **any scholarship or bursary application.**

☐ I need a reference letter for a **specific scholarship/bursary application.**

☐ Copy of the scholarship/bursary criteria is attached.

DELIVERY INSTRUCTIONS - CHECK ALL THAT APPLY

☐ This letter can be left unsealed. Number of copies requested:

☐ This letter needs to be confidential and placed in a sealed envelope.

☐ Please email the letter to me as a PDF.

NOTES