



WESTBANK FIRST NATION POLICY MANUAL

SUBJECT: **Post Secondary Education**

LETTER OF INTENT (See section on "Letter of Intent Template" in the Post Secondary Education Policy; attach a separate sheet)

SAMPLE LETTER OF INTENT

SAMPLE Letter of Intent Date

(Remember deadline dates are: **May 15th**)

Name (First, Middle Initial, Last)

Mailing Address:

Address,

City, Province Postal Code

To: Denise Clough, Director of Community Services

Re: Post Secondary Student Support Request

Introduce yourself; include your band number, parents, and grandparents. Briefly outline your education and career goals.

Let her know if you were funded before and how the program you are applying for supplements your overall career goal. Let her know your plans such as what course/program you want to take, where you want to take it, why you want to take it and the start and end dates. State exactly what you are requesting by way of funding (here is a list of funding available, if eligible) Living Allowance, Tuition, Books, & Travel.

If you already received your acceptance letter this would be a good time to send it with this letter. Add anything else that you think may persuade her to choose you as our sponsored student such as, career goals that you have, or hardships you have endured, how your education will help your community. Then thank them for her time and consideration.

Sincerely,

(Sign your name here)

Name of Applicant

Status #

Student #

Enclosure(s): List any documents you are including with this letter such as: Acceptance Letter and Banking Information Completed and application