

NOBTS THANK-YOU NOTES

Scholarships given by NOBTS are made possible by the gifts of donors who care deeply about this seminary and about you as a minister of the Gospel of Jesus Christ. It is extremely important to keep in mind that these scholarships are not entitlements to you as a student, nor are they gifts that should be taken lightly. Instead, I hope you will think of your scholarship as an investment in your life, made possible by people who care about your seminary experience.

Ultimately we give thanks to our God who is the Giver of every good and perfect gift, and He is the One who ultimately teaches us what it means to give and receive. In light of the importance and generosity of your award, I know that you will want to respond in Christian courtesy with an appropriate note to the person/people who made your award possible (plus, failure to submit this note will prevent you from receiving your scholarship, which isn't a bad incentive either).

Thank You Note Instructions

- 1. Hand-write (no pencil, please) and Personally Sign** a thank-you note
 - Note can be written on a basic Thank-You card or stationery. Do not use computer or notebook paper.
- 2. For the salutation, use the Donor Name listed in your award email.**
 - Contact the Financial Aid Office if you cannot find your donor's name.
- 3. Notes should be a minimum of 5 sentences:**
 - Include your home state and church, as well as your current church and/or ministry involvement.
 - Include information about your family
 - Include your current degree program at school and mention your future ministry plans.
- 4. DO NOT INCLUDE the amount of your scholarship or any personal contact information** (such as phone number, email, or social media information)
- 5. Include a picture of you and/or your family**, if at all possible. **See note below.
- 6. Drop off your note** in the Financial Aid Office; or **Mail it to:**
NOBTS
Attn: Financial Aid Office
3939 Gentilly Blvd.
New Orleans, LA 70126

**The donors appreciate the pictures more than you can imagine, because it helps them put a face with the names they see in the Thank-You notes and in their annual reports from the seminary. Even if you print off a picture on a plain 8.5 x 11 sheet of paper, this will still be greatly appreciated by the donors. (Please don't tape your picture to the card because the picture often fall off and the tape will obscure part of your note. Please paperclip the picture to your card or, at the very least, just place it inside your card.)

TEMPLATE, if you're not sure what to write (notes are expected to be a minimum of 5 sentences):

Dear <<Donor Name>>,

Thank you for the investment that you make in the lives of seminary students each semester; I am honored to receive your scholarship. My family... We are from..., and we are currently involved at <<name and location of church>>. I am working/ministering at... I am currently pursuing a degree in... In the future, I hope to...

Thanks again for making a scholarship available to seminary students. May the Lord bless you in all that He leads you to do. Sincerely,