

Preamble

The intent of this 'form letter' is to provide you with some guidance while recommending a licensed Amateur Radio student for a QCWA Scholarship. It is anticipated that you will be able to provide a 'well rounded picture' of the person you are recommending. However, in many regards it is also a "fill in the blanks" type of form letter, this in order to acquire the necessary information for recommending a student.

**From Me, Call Sign
10000 Someplace Street
Someplace, State, USA**

Date:

Foundation For Amateur Radio Scholarship Committee (FAR)
P.O. Box 911
Columbia, MD 21044

Attention: David Prestel, W8AJR and Elizabeth 'Liz' Prestel, KA8CAC

Email: dave.prestel@gmail.com and eaprestel@gmail.com

Email courtesy copy: scholarship@qcwa.org

Re: **(Name of person seeking scholarship, with their call sign)**

Dear FAR Scholarship Committee,

As a QCWA member in good standing, I am pleased to endorse **(Name of person seeking scholarship, with their call sign)** to be considered for a QCWA Scholarship Award as administered by FAR.

I have known **(Name of person)** since grade school **(as an example)** and have followed their ambitions in life. **(Add additional information that you feel will assist in the committees' decision)**

(Name of person) has been involved in many public service events with the local club **(name a few)**, as well taken a leadership role in the club on the executive level. **(Each person will have unique qualifications and certain traits. Mention the ones that are appropriate for the candidate you are recommending)**

(Name of person) is an honor student at **(name the attending institute)** and is pursuing a major in **(list the degree(s) they are pursuing)**.

Thank you for considering my recommendation for the above mentioned student for a QCWA Scholarship Award.

Sincerely,

(Your name, call sign and QCWA #)

Your signature