\_(date sent)\_

Dear Parent,

Congratulations on your son’s acceptance to \_(college/university name)\_.

Based on your son’s academic performance, I am pleased to inform you that he is eligible to apply for SigEp’s Balanced Man Scholarship. **SigEp is offering** \_(# of scholarships)\_**, one-time scholarships in the amounts of** \_(scholarship amounts)\_  **at** \_(college/university name)\_**.**

SigEp is a leadership organization that will award over $225,000 at 180 campuses across the country during the 2013-2014 academic year through the Balanced Man Scholarship. Our mission is to Build Balanced Men. Our goal is to reward men who exemplify the qualities of a Sound Mind and a Sound Body, as we believe they are two ideals essential to leading a balanced life.

To qualify for the Balanced Man Scholarship, your son must submit an application by \_(application deadline)\_ and enroll, full-time, at \_(college/university name)\_ for the \_(season and year)\_ term. He can apply online at: \_(link to online application)\_.

**Applicants have no obligation to join or affiliate with SigEp to be eligible for the scholarship.**

Should you or your son have questions concerning the Balanced Man Scholarship or the transition to \_(college/university name)\_, please contact me at \_(BMS chairman contact info)\_. Thank you and good luck!

Sincerely,

\_(chairman name)\_

Balanced Man Scholarship Chairman  
\_(college/university name)\_