

Henry Dyson, Director

Dear Colleague,

I am writing to inform you that \_\_\_\_\_

- Has permanently waived** their right of access to or inspection of your letter of recommendation for the scholarship/fellowships listed below in accordance with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. § 1232g) (FERPA).
- Has NOT permanently waived** their right of access to or inspection of your letter of recommendation for the scholarship/fellowships listed below in accordance with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. § 1232g) (FERPA).

Scholarships/fellowships included in this release:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Resources for letter writers, including many scholarship-specific recommendations from our U-M nomination committees, can be found on the ONSF website at:

<http://lsa.umich.edu/onsf/resources/letters-of-recommendation/resources-for-letter-writers.html>

When you have completed your letter, please save it on official letterhead as a PDF entitled "APPLICANTLASTNAME\_APPLICANTFIRSTNAME\_RECOMMENDERLASTNAME."

Please submit the letter via email to [onsf.applications@umich.edu](mailto:onsf.applications@umich.edu), indicating in the subject line the appropriate scholarship/fellowship. If you have any questions or concerns about this process, please do not hesitate to contact us at [onsf.info@umich.edu](mailto:onsf.info@umich.edu).

Thank you for taking the time to write on behalf of this outstanding U-M student.

Sincerely,

Henry Dyson, Ph.D.  
Director, Office of National Scholarships and Fellowships