

School/University Annual Appeal Template

Dear [Alumni Name/Parent/Community Member],

As we celebrate another successful academic year at [Institution Name], I'm writing to share some exciting updates and invite you to be part of our continued success.

This year, our students achieved remarkable milestones: [specific achievements]. Our dedicated faculty launched [new programs/initiatives], and our campus facilities expanded with [new additions/improvements].

Your annual gift to [Institution Name] directly supports:

- Student scholarships and financial aid
- Cutting-edge research and academic programs
- Campus improvements and technology upgrades
- Extracurricular activities and student services

As we look toward the future, we're committed to maintaining our excellence while keeping education accessible. Your support helps us provide transformative educational experiences to students from all backgrounds.

Please consider making your annual gift today. Even a modest contribution of \$[amount] can make a significant impact on a student's educational journey.

Visit our secure donation portal at [website] or return the enclosed envelope with your gift.

Thank you for your continued support of [Institution Name].

Warmly,

[Your Name]

[Title]

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