

## **Sample Fund-Raising Letter (for students interested in participating in the Honors Program, but who have not yet begun the application process)**

*(It is a good idea to attach a picture of yourself and to present your letter to the individual or business in person. Adding a letter from your high school language teacher in support of the Honors Program may also help.)*

Name  
Business  
Address

Dear \_\_\_\_\_

I am writing to ask for your help to make my plan to participate in the Indiana University Honors Program in Foreign Languages in [country] a reality.

The selection process for the Honors Program begins with a language placement test in mid to late October, a test that I intend to take. Every year about 600 high school students of French, German and Spanish take the language test. If my score on the test enables me to do so, I plan to continue to the second phase of the selection process, which consists of a lengthy personal application as well as recommendations. After the Honors Program Selection Committee reviews the applications, the pool of applicants will again be narrowed. In the end, an average of 25 to 30 students will be chosen for each of the nine program sites in four countries (France, Germany, Mexico and Spain). I am very hopeful to be one of the students selected.

During the weeks I will spend abroad with the Honors Program, I will attend daily classes, studying grammar, culture (history, art, literature, and local customs of the country I am studying in), phonetics, and conversation. In the afternoon, I will participate in planned activities such as theater, singing, dance, and sports. In addition to my courses in [language], a local family will host me in their home. I will be completely immersed in [language], as I will have pledged the 'Language Commitment,' which is a promise to speak only [language] for the duration of my trip abroad with the Honors Program. The Language Commitment is an essential part of the Honor Code, which is a code of conduct I vow to abide by during my time abroad, in an effort to maximize my experience.

Next fall, I will continue my study of [language] at my high school, and I will share my Honors Program experiences with the students and teachers at my school. I will also help and encourage my fellow students in their study of [language]. I plan to pursue my study of [language] at the college level, as I recognize this will open up many career opportunities for me.

The fees for the Honors Program are [amount]. My parents and I are working hard at making this trip possible for me, but we will need some assistance in doing so. Would you [or: your organization] be willing to sponsor me to help pay for the program fees, in the event that I am selected to participate? If so, I would be grateful and would be sure to make the most of the experience abroad.

In the event that I am selected to participate in the Honors Program, and you would like to sponsor my participation, you would need to write a check payable to the Indiana University. I have included a self-addressed envelope for your use if you should decide to sponsor my potential participation.

To read more about the Honors Program, which for me is the trip of a lifetime, please go to the Program's website: <http://www.indiana.edu/~iuhpfl/>.

I thank you in advance for taking the time to read this and for considering helping me to make possible what will certainly be a very rewarding experience.

Sincerely,

*[signature][Printed name, school, personal address]*

*You may include stamped envelopes to the address mentioned above.*