(on school letterhead)

(Date)

(Parent Names)

(Address)

(City, State Zip)

Dear (Parents Names),

For the past few years, the Catholic Foundation of the Diocese of St. Petersburg has partnered with Saint Leo University to hold a Scholarship Essay Contest exclusively for 8th grade students attending Catholic schools in the Diocese. We are very excited that the contest has returned this school year!

The first place winner of the contest will receive a **$10,000** **scholarship** to attend a diocesan Catholic high school. They will be invited to join Bishop Parkes to receive their award at the 2020 Gala on February 1st at the Hilton in Downtown Tampa. At the event, the winner will receive recognition and present their essay to the evening’s guests. If our student wins first place, our school will also receive a gift - $1,000 toward our tuition assistance program!

The great part about this contest is that in addition to the first place scholarship, the second place contestant will receive a $2,500 award, and the third place winner will receive $1,000.

**This is an amazing opportunity for students interested in pursuing a Catholic high school education, and I hope your student will participate.**

Enclosed please find a copy of the contest rules and guidelines, along with a media release form. Because our school will be submitting just ONE entry from our 8th grade class no later than December 2nd, ***we are asking interested 8th graders to turn in their essays and media release forms to (Name of person receiving entries) on or before (date).***

I hope your child will seriously consider this opportunity. As always, thank you for all you do to support our school, and please do not hesitate to contact me at the school office at (phone number) or by email at (email address) if you have any questions.

Sincerely,

(Signature)

Principal