

**THE 3to1 FOUNDATION SCHOLARSHIP
LETTER OF RECOMMENDATION COVER SHEET**

I. Instructions to the applicant:

This cover sheet must be completed and accompany each letter of recommendation that you submit for the 3to1 Foundation Scholarship. Please provide all information requested.

First Name	Middle Name	Last Name
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Permanent Address	City	State
	Zip	Phone ()

II. Instruction to the recommender:

The above named person is applying for the 3to1 Foundation Scholarship. Thank you for agreeing to submit your comments on the applicant's qualifications. Please complete this form and submit it along with your letter of recommendation.

First Name	Middle Name	Last Name
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Permanent Address	City	State
	Zip	

E-mail	()	Phone
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Position	Company/Institution
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How long have you known the applicant? _____

In what capacity? _____

Signature

Date

Letters of recommendation may be given directly to the applicant for submission by the applicant along with their application, or mailed by the recommender to our office at the following address:

**3to1 Foundation
Attention: Scholarship Committee
6900 N. Dallas Parkway, Suite 500
Plano, TX 75024**

All letters of recommendation must be postmarked on or before May 1st.