

[Sample Sponsorship Letter]

SAMPLE CORPORATION
123 Corporation Drive
Durham, North Carolina 27708 USA

January 15, 2012

Office of Admissions
The Fuqua School of Business
Duke University
100 Fuqua Drive
Box 90120
Durham, NC 27708

Re: Sponsorship of Jane Doe

Dear Sir or Madam:

Sample Corporation is pleased to sponsor Jane Doe for The Duke MBA – Global Executive program at The Fuqua School of Business. Sample Corporation will provide paid leave for Jane to complete all the residency periods.

In addition, Sample Corporation understands that as Jane attends the program, she will be absorbing valuable lessons that will provide immediate value to the company. Consequently, Sample Corporation will pay for the full cost of the program.

Sincerely,

James Thompson
HR Director
Sample Corporation

cc: Jane Doe