

In Memoriam: <Student Name>

To: UC Santa Cruz Community

From: <Provost Name> Provost of <college>; <CAO Name>, College Administrative Officer

<date>

It is with deep sadness that we write to tell you of the death of <college affiliation> student, <student name>. <student name> passed away in the early morning hours of <date>.

<student name>, who was <age>, came to UC Santa Cruz from <hometown>. <Example of interests> and the <college affiliation> community mourns <his/her> loss.

Sad and shocking news can be difficult to process. We encourage students who wish to speak with someone to contact Counseling and Psychological Services (CAPS) at (831) 459-2628. Faculty and staff may wish to call the Employee Assistance Program at (866) 808-6205.

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