

Dear [Alumni's Name],

I hope this message finds you surrounded by love and support during this challenging time. We were heartbroken to hear about your recent loss, and we want you to know that our thoughts are with you and your family.

As a valued member of our alumni community, please remember that you are not alone. Many of us understand the journey you are facing, and we are here to offer our support in any way we can.

Should you need someone to talk to or any assistance during this time, please do not hesitate to reach out. We are all here for you, standing in solidarity with you.

Take care of yourself, and know that you remain in our hearts and thoughts.

With deepest sympathy,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]