

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee Name]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Scholarship Committee/Recipient's Name],
I am writing to express my interest in the [Name of Scholarship] for which I am applying. I am currently [your current status, e.g., a senior at XYZ High School, a college student at ABC University], and I hope to pursue [your intended field of study or major].

With my strong academic record and commitment to [mention your extracurricular activities, leadership roles, or community service], I believe I embody the values that this scholarship represents. This scholarship would greatly assist me in [explain how the scholarship will help you achieve your educational or career goals].

Thank you for considering my application. I look forward to the opportunity to contribute to [mention any relevant goals of the scholarship] and to further my education with your support.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]