

****Scholarship Application Letter Template****

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Committee's Name]

[Scholarship Name or Organization]

[Address]

[City, State, Zip Code]

Dear [Scholarship Committee's Name or "Scholarship Committee"],

****Introduction****

- Briefly introduce yourself.
- State the purpose of your letter (application for the scholarship).
- Mention how you learned about the scholarship.

****Body Paragraphs****

1. ****Academic Achievements****

- Highlight relevant academic accomplishments.
- Mention any honors, awards, or recognitions.

2. ****Extracurricular Activities****

- Discuss involvement in clubs, sports, or community service.
- Connect these activities to your personal development or career goals.

3. ****Financial Need****

- Explain your financial situation and why you are seeking this scholarship.
- Keep this section concise and focused.

4. ****Future Goals****

- Share your educational and career aspirations.
- Explain how the scholarship will help you achieve these goals.

****Conclusion****

- Thank the committee for considering your application.
- Express your enthusiasm for the opportunity.
- Provide your contact information for any follow-up.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Typed Name]

****Enclosures**** (if applicable)

- List any documents you are including with your application (transcripts, letters of recommendation, etc.)