

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

Dear [Scholarship Committee's Name or "Members of the Scholarship Committee"],

I am writing to apply for the [Name of Scholarship] for the [academic year/semester]. I am currently a [Your Grade Level/Year in School] at [Your School Name], and I have maintained a [Your GPA/Academic Achievement] while actively participating in [Extracurricular Activities/Volunteer Work].

I am passionate about [Your Intended Field of Study/Career Goals], and receiving this scholarship would greatly assist me in achieving my educational objectives. [Briefly explain your financial need or circumstances].

In addition to my academic endeavors, I have also [Mention any relevant accomplishments, leadership roles, or community service]. These experiences have shaped me into a well-rounded individual and instilled a strong work ethic and determination.

Thank you for considering my application. I am looking forward to the opportunity to contribute positively to the [School/Community] and represent [Scholarship Name] with pride.

Sincerely,  
[Your Name]