

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[College/University Name]
[Department/Office Address]
[City, State, Zip Code]

Dear [Scholarship Committee's Name or "Scholarship Committee"],
I am writing to apply for the [Name of Scholarship] for the [specific academic year/semester]. I am currently enrolled in [your program or major] at [College/University Name] and am very interested in furthering my education and career through this opportunity.

[Paragraph 1: Brief introduction about yourself, your background, and your academic achievements.]

[Paragraph 2: Explain your career goals and how receiving this scholarship will help you achieve them.]

[Paragraph 3: Describe any extracurricular activities, community service, or unique experiences that enhance your application.]

[Paragraph 4: Thank the committee for considering your application and express your enthusiasm for the opportunity.]

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]