

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

Dear [Scholarship Committee Name or "Scholarship Committee"],  
I am writing to express my interest in the [Name of Scholarship] and to formally apply for the opportunity to receive this scholarship. I am currently a [Your Year, e.g., high school senior, college freshman] at [Your School/University Name], pursuing a degree in [Your Major/Field of Study].

[Paragraph 1: Introduce yourself, your academic achievements, and any relevant experiences or extracurricular activities.]

[Paragraph 2: Explain your financial need and how this scholarship will assist you in achieving your educational goals.]

[Paragraph 3: Share your career aspirations and how this scholarship aligns with your future plans.]

Thank you for considering my application. I look forward to the possibility of becoming a [Name of Scholarship] recipient and contributing positively to [Institution/Organization].

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]