

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Scholarship Committee's Name]  
[Scholarship Organization's Name]  
[Organization's Address]  
[City, State, Zip Code]

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

I am writing to formally request consideration for the [Name of Scholarship] for the [academic year/semester]. I am currently a [your year, e.g., sophomore] student at [Your School/University] majoring in [Your Major].

Despite my commitment to academic excellence and extracurricular involvement, I am facing financial challenges that may hinder my ability to continue my studies. [Optional: Briefly explain your financial situation or any extenuating circumstances.]

I believe that receiving this scholarship will not only ease my financial burden but also allow me to focus more on my studies and extracurricular activities, which align with my career goals. I have maintained a [Your GPA] GPA and am actively involved in [list relevant activities, clubs, or volunteer work].

I am grateful for the opportunity to apply for this scholarship and appreciate your consideration of my request. Thank you for supporting students like myself in achieving our educational aspirations.

Sincerely,

[Your Name]  
[Your Student ID (if applicable)]