

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

Dear [Scholarship Committee Name/Representative],  
I hope this message finds you well. I am writing to follow up on the status of my application for the CJC Scholarship, which I submitted on [submission date]. I appreciate the hard work and dedication that the committee puts into reviewing applications.

I am very enthusiastic about the opportunity to be considered for this scholarship, as it would greatly assist me in pursuing my educational goals at [Your Institution/University Name]. If there are any updates regarding my application status or if additional information is needed from my side, please let me know.

Thank you for your time and consideration. I look forward to hearing from you soon.

Warm regards,

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