

[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],

I am writing to express my interest in the CJC Scholarship and to request your consideration for my application. As a [Your Year, e.g., sophomore] student majoring in [Your Major] at [Your Institution], I am committed to [briefly explain your career goals and aspirations].

[Introduce your academic achievements, extracurricular activities, and community service relevant to the scholarship.]

Receiving this scholarship would significantly alleviate my financial burden and allow me to focus on my studies and [any additional projects or initiatives you plan to pursue]. I am sincerely passionate about [specific field or community service], and I believe that with your support, I can make a meaningful impact.

Thank you for considering my application. I look forward to the opportunity to further discuss my qualifications.

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