

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

Dear [Scholarship Committee's Name or "Scholarship Committee"],
I hope this letter finds you well. I am writing to formally request confirmation of my enrollment status as part of my application for the [Name of Scholarship] for the [academic year/semester].
I am currently enrolled at [University/College Name] as a [degree program or major] student. My student ID number is [Student ID Number]. I began my studies on [start date] and am currently in my [year/semester, e.g., sophomore year, second semester] of the program.
Attached to this letter, you will find the necessary documentation that supports my enrollment, including [list any attached documents like enrollment verification letters, registration details, etc.].
If you require any further information or documentation to assist with my scholarship application, please feel free to contact me at the phone number or email address listed above.

Thank you for considering my request. I appreciate your support and assistance.

Sincerely,

[Your Name]
[Optional: Your Signature]