

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee Name]
[College/University Name]
[Office Address]
[City, State, Zip Code]

Dear [Scholarship Committee Name],

I am writing to express my interest in applying for the [Scholarship Name] for the [academic year/semester]. As a [your current status, e.g., high school senior, undergraduate student], I am applying to [College/University Name] to pursue a degree in [your intended major]. [Introduce yourself and provide a brief background, including academic achievements, extracurricular activities, and any relevant experiences that support your application for the scholarship].

I believe that receiving the [Scholarship Name] will significantly alleviate the financial burden associated with my education and allow me to focus more on my studies and community involvement. [Explain why the scholarship is important to you and how it aligns with your goals].

Thank you for considering my application. I look forward to the possibility of contributing to the [College/University Name] community and pursuing my academic and career aspirations with the support of the [Scholarship Name].

Sincerely,
[Your Name]