

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Financial Aid Office]  
[School Name]  
[School Address]  
[City, State, Zip Code]

Dear Financial Aid Officer,

Subject: Request for Financial Aid Consideration

I hope this letter finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., sophomore] majoring in [Your Major] at [School Name]. I am writing to formally request financial aid for the upcoming academic year due to [briefly explain your financial situation, e.g., changes in family income, unexpected expenses, etc.].

I have attached the necessary documentation, including [list any supporting documents such as tax returns, pay stubs, or any other relevant financial statements]. It has become increasingly challenging to manage my educational expenses, including tuition, books, and living costs, due to [additional details about your situation].

I am fully committed to my education and have maintained [GPA or other relevant achievements], which reflects my dedication as a student. My education is of utmost importance to me, and I am seeking assistance to ensure that I can continue my studies without interruption.

I would be grateful for any support you could provide. I believe that with financial assistance, I can continue to excel academically and contribute positively to the [School Name] community.

Thank you for considering my request. I look forward to discussing this matter further.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Student ID Number]