

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

Dear [Scholarship Committee Members/Chairperson's Name],
I am writing to apply for the [Name of the Scholarship] for the [academic year/term]. I am currently a [your current education level, e.g., high school senior, college student, etc.] at [Your School/University Name], majoring in [Your Major/Field of Study].

[Begin with a brief introduction about yourself, your academic interests, and career goals. Explain why you are applying for this scholarship and how it will assist you in your educational journey.]

[In this paragraph, discuss any relevant achievements, extracurricular activities, volunteer work, or leadership roles that highlight your qualifications for the scholarship.]

[Conclude with your future aspirations and how the scholarship will help you achieve them. Express gratitude for the opportunity and consideration of your application.]

Thank you for considering my application. I look forward to the possibility of contributing to [Foundation/Organization Name] as a scholarship recipient.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]