

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

Dear Scholarship Committee,

I am writing to express my interest in the [specific scholarship name] at [institution name]. I am currently a [your year, e.g., freshman, sophomore] majoring in [your major] and strongly believe that this scholarship will greatly assist me in achieving my academic goals.

[Paragraph about your background, achievements, and why you deserve the scholarship. Include any relevant experiences, community service, or academic achievements.]

I am dedicated to [your career goals or aspirations], and receiving this scholarship will help alleviate the financial burden of my education, allowing me to focus on my studies and extracurricular activities.

Thank you for considering my application. I look forward to the opportunity to contribute to the [institution name] community.

Sincerely,

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