

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

Dear [Scholarship Committee Name or "Scholarship Committee"],
I am writing to formally apply for the GBA Scholarship for the [specific academic year or term]. I am currently a [Your Year, e.g., sophomore] at [Your School/University] majoring in [Your Major/Field of Study].
I have a passion for [briefly explain your interest in your field or relevant experience], and I believe that this scholarship will greatly assist me in achieving my academic and career goals.

Throughout my studies, I have maintained a [Your GPA] GPA while actively participating in [mention extracurricular activities, volunteer work, or leadership roles]. These experiences have equipped me with valuable skills and a strong commitment to [mention any related contributions or skills that pertain to the scholarship criteria, e.g., community service, leadership, etc.].

I have attached my application form, academic transcripts, and letters of recommendation as required. I am grateful for your consideration of my application and for the support that the GBA Scholarship provides to students like me.

Thank you for your time and consideration. I look forward to the opportunity to further discuss my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]