

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

Dear [Scholarship Committee's Name],  
I hope this message finds you well. I am writing to follow up on my application for the [Name of Scholarship] submitted on [Submission Date]. I am very excited about the opportunity to further my education through this generous scholarship.

I wanted to express my continued interest in the program and highlight my commitment to [specific goals related to the scholarship or academic studies]. I believe that with the support of the [Name of Scholarship], I will be able to achieve my educational and career aspirations.

If there is any additional information I can provide to assist in the decision-making process, please do not hesitate to let me know. Thank you for considering my application, and I look forward to hearing from you soon.

Warm regards,

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