

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

Dear [Scholarship Committee's Name],
I hope this letter finds you well. I am writing to formally resign from the [Name of Scholarship] effective immediately. After careful consideration, I have decided to [briefly explain reason, e.g., pursue other opportunities, changes in personal circumstances, etc.]. I am grateful for the support and opportunities this scholarship has provided me during my academic journey. I appreciate the faith that the committee placed in me and the assistance received, which has contributed significantly to my education. Please let me know if there are any further steps I need to take regarding this resignation. Thank you once again for your understanding and support.
Sincerely,
[Your Name]
[Your Student ID (if applicable)]