

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

Dear [Scholarship Committee/Recipient's Name],
I am writing to apply for the [Name of Scholarship] for the [academic year/term]. I am currently a [Your Year, e.g., sophomore] at [Your School/University Name], pursuing a degree in [Your Major/Field of Study].

I have demonstrated a commitment to [specific academic achievements, community service, or extracurricular activities related to the scholarship] and am dedicated to [explain your career goals and how they align with the scholarship].

[Insert a paragraph discussing your financial need and how the scholarship will help you achieve your educational goals].

I appreciate your consideration of my application. Thank you for your dedication to supporting students in their educational pursuits. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]

[Enclosures: (if necessary, list any documents you are including)]