

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

Dear [Recipient'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 [Date of Application]. I am very eager to learn about any updates regarding the selection process and my application status.

I appreciate the opportunity to apply for this scholarship and remain enthusiastic about the possibility of contributing to [Organization/Institution Name] as I pursue my academic goals. Please let me know if there is any additional information I can provide to assist in your decision-making process.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,
[Your Name]