

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

Dear [Scholarship Committee/Specific Name],  
I am writing to express my sincere interest in the [Name of the  
Scholarship] as I pursue my educational goals in [Your Field of Study].  
Currently, I am a [Your Year, e.g., sophomore, junior] at [Your  
School/Institution Name], where I have dedicated myself to [Briefly  
describe your academic pursuits or extracurricular involvement]. This  
scholarship represents a valuable opportunity to further my education and  
contribute positively to my community, as it will assist me in [Briefly  
explain how the scholarship will help you].  
Thank you for considering my application. I look forward to the  
opportunity to demonstrate my commitment and passion for [Your  
Field/Community] further.  
Sincerely,  
[Your Name]