

[Your Name]  
[Your Address]  
[City, Province, Postal Code]  
[Email Address]  
[Phone Number]  
[Date]

Admissions Office  
McMaster University  
[University Address]  
[City, Province, Postal Code]

Dear Scholarship Committee,

I am writing to formally submit my application for the [Name of Scholarship] at McMaster University for the academic year [insert year]. I am currently [briefly describe your current academic status, e.g., a high school graduate, an undergraduate student, etc.] and I am excited about the opportunity to further my education at your esteemed institution.

[Include a brief paragraph detailing your achievements, experiences, and why you are a suitable candidate for the scholarship. Highlight your academic accomplishments, extracurricular activities, and community involvement.]

I am particularly drawn to McMaster University because [mention specific programs, values, or opportunities that appeal to you]. I believe that this scholarship will enable me to [explain how the scholarship will impact your education and career goals].

Thank you for considering my application. Please find enclosed my application form and supporting documents as requested. I look forward to the opportunity to contribute positively to the McMaster community.

Sincerely,

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