

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

Admissions Office

[Institute Name, e.g., Indian Institute of Technology]
[Institute Address]
[City, State, Zip Code]

Dear [Admission Committee/Specific Recipient's Name],
I am writing to apply for the [specific scholarship name] scholarship for the academic year [year]. I am currently enrolled in the [specific program/department] at [Institute Name], where I am pursuing my [undergraduate/graduate] studies in [your major/field of study].
I have always been passionate about [briefly describe your field of study or interest], and pursuing my education at IIT is a dream come true. However, due to [briefly explain your financial situation or challenges], I am in need of financial assistance to continue my education.
During my time at IIT, I have [mention any achievements, extracurricular activities, or volunteer work], which has not only enriched my educational experience but also deepened my commitment to [your future goals related to your field].
I am convinced that receiving this scholarship will allow me to [explain how the scholarship will help you achieve your academic or career goals]. I am committed to upholding the values of [Institute Name] and contributing positively to the community.
Thank you for considering my application. I look forward to the opportunity to further discuss my candidacy.
Sincerely,
[Your Name]
[Your Student ID (if applicable)]