

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

Dear [Scholarship Committee's Name or "Scholarship Committee"],  
I am writing to express my heartfelt gratitude for the opportunity to apply for the [Name of Scholarship] for the [specific academic year or term]. I am currently a [your current academic status, e.g., sophomore, junior] at [Your School/University], pursuing a degree in [Your Major]. Throughout my academic career, I have demonstrated a strong commitment to academic excellence and leadership. My GPA is [Your GPA], and I have consistently sought out opportunities to enhance my education, including [mention any relevant extracurricular activities, volunteer work, internships, or research projects].

Receiving this scholarship would significantly alleviate my financial burden, allowing me to focus more on my studies and less on monetary concerns. It would also enable me to engage fully in [mention any specific programs, projects, or opportunities pertinent to your studies or career goals] and further my aspirations to [mention your career goals or how this scholarship aligns with your future plans].

Thank you for considering my application. I look forward to the possibility of contributing positively to my academic community with the support of the [Name of Scholarship].

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