

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

Dear [Scholarship Committee's Name],

I hope this message finds you well. I am writing to formally request a reevaluation of my scholarship application for the [Name of Scholarship] for the academic year [Year].

[Briefly explain your situation or reasons for requesting reevaluation, such as changes in financial circumstances, academic performance improvements, or additional information that was not included in the original application.]

I believe that my recent experiences and developments [mention any relevant achievements or changes] significantly reflect my commitment to and need for the scholarship.

I appreciate your time and consideration regarding my request. Thank you for your attention, and I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]