

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

Dear [Scholarship Committee or Specific Name],
I hope this letter finds you well. I am writing to formally request the renewal of my scholarship for the [specific scholarship name] for the upcoming academic year [Year].

During the past year, I have successfully [mention any achievements, courses completed, or experiences gained]. I am committed to continuing my education in [Your Major/Field of Study] at [Your Institution] and furthering my involvement in [relevant extracurricular activities, volunteer work, etc.].

I greatly appreciate the support I have received from [Scholarship Organization/Institution Name] and would be immensely grateful for the opportunity to continue receiving this scholarship.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Student ID Number] (if applicable)