

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee Name]
[University Name]
[Department/Office Name]
[University Address]
[City, State, Zip Code]

Dear [Scholarship Committee Name],

I hope this letter finds you well. I am writing to formally request the renewal of my UC scholarship for the upcoming academic year. I am grateful for the support provided to me thus far, which has significantly contributed to my academic journey.

Throughout the past year, I have maintained a [your GPA or academic standing] while pursuing my degree in [your major]. I have engaged in various extracurricular activities, including [list relevant activities, clubs, or volunteer work], which have enriched my university experience and allowed me to develop my leadership skills.

I am committed to continuing my academic success and contributing to the university community. I have set specific goals for the upcoming year, such as [mention any goals, projects, or research you plan to undertake], and I believe that renewing my scholarship will help me achieve these objectives.

Thank you for considering my request for renewal. I appreciate your support and look forward to your positive response.

Sincerely,

[Your Name]
[Student ID Number]