

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

Dear [Scholarship Committee's Name],

I hope this letter finds you well. My name is [Your Name], and I am a [Your Year, e.g., "high school senior" or "current college student"] intending to apply for the UC [Specific Scholarship Name] for [academic year, e.g., "2024-2025"]. I am writing to express my sincere interest in this scholarship and to provide a brief overview of my background, achievements, and financial need.

I am currently attending [Your High School/College Name], where I have maintained a GPA of [Your GPA] and have been actively involved in [mention relevant extracurricular activities, clubs, volunteer work, or leadership roles]. My passion for [Field of Study/Interest] drives me to pursue an education at the University of California, as I believe it will provide me with the resources and opportunities necessary to achieve my career goals.

However, due to [briefly explain your financial situation, e.g., "my family's financial challenges" or "unexpected expenses"], I am seeking financial assistance to help cover my tuition and related expenses. This scholarship would greatly alleviate my financial burden and enable me to focus on my studies.

I appreciate your consideration of my application for the UC [Specific Scholarship Name]. Thank you for supporting students like myself who strive for academic excellence and community involvement.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]