

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

Dear [Scholarship Committee's Name or "Scholarship Committee"],
Subject: UC Scholarship Eligibility Inquiry

I hope this letter finds you well. I am writing to inquire about the eligibility criteria for the [specific scholarship name] offered by the University of California.

I am a [your current academic status, e.g., high school senior, undergraduate student] intending to apply for the [specific scholarship name] for the [academic year/semester]. I would like to confirm that I meet the following eligibility requirements:

1. [Requirement 1]
2. [Requirement 2]
3. [Requirement 3]

Attached to this letter, you will find documents supporting my qualifications, including [list any attached documents, e.g., transcripts, letters of recommendation].

I appreciate your assistance in clarifying the eligibility criteria and any additional information you might provide regarding the application process.

Thank you for your time and consideration. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Student ID (if applicable)]
[Your Major/Field of Study]