[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee Name]
University of Queensland
[Address of the University]
[City, State, Zip Code]
Dear Scholarship Committee,
Subject: UQ Scholarship Eligibility Confirmation
I am writing to confirm my eligibility for the University of Queensland
(UQ) scholarship program.
Full Name: [Your Full Name]
Student ID: [Your Student ID]
Program of Study: [Your Program]
Year of Study: [Your Year]
Eligibility Criteria:
- [List any relevant eligibility criteria you meet, e.g., citizenship,
academic performance, financial need, etc.]
Supporting Documents:
- [List any documents you are attaching or have submitted, e.g.,
transcripts, financial statements, letters of recommendation, etc.]
I appreciate your consideration of my application for the scholarship.
Please feel free to contact me if you require any further information or
documentation.
Thank you for your attention to this matter.
Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]