

****Scholarship Application Letter Template****

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Committee Name]

[University of Queensland]

[Office Address]

[City, State, Zip Code]

Dear [Scholarship Committee/Specific Name],

****1. Introduction****

- Introduce yourself briefly.
- Mention the purpose of your letter and the specific scholarship you are applying for.

****2. Academic Background****

- Provide details about your educational history.
- Highlight achievements, GPA, awards, and relevant coursework.

****3. Extracurricular Involvement****

- Discuss your involvement in clubs, organizations, or community service.
- Emphasize leadership roles and skills developed through these activities.

****4. Financial Need****

- Explain your financial situation and why you need the scholarship.
- Be honest but concise about your circumstances.

****5. Career Goals****

- Describe your career aspirations.
- Explain how the scholarship will help you achieve these goals.

****6. Conclusion****

- Thank the committee for their time and consideration.
- Express your enthusiasm for the opportunity.

Sincerely,

[Your Name]