

\*\*[Your Name]\*\*  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
\*\*[Scholarship Committee's Name]\*\*  
[University of Queensland]  
[Department/Office Name]  
[University Address]  
[City, State, Zip Code]  
Dear [Scholarship Committee's Name],  
\*\*Introduction\*\*  
- Briefly introduce yourself.  
- State the purpose of your letter (applying for the scholarship).  
- Mention the scholarship name.  
\*\*Academic Background\*\*  
- Highlight your current academic status (e.g., degree program, year of study).  
- Mention your achievements (e.g., GPA, awards).  
\*\*Financial Need\*\*  
- Explain your financial situation.  
- Justify why you need the scholarship.  
\*\*Career Aspirations\*\*  
- Discuss your future goals and aspirations related to your field of study.  
- Explain how the scholarship will help you achieve these goals.  
\*\*Conclusion\*\*  
- Thank the committee for considering your application.  
- Express enthusiasm about the opportunity to study at UQ.  
- Include a call to action (e.g., willingness to provide more information or documents).  
Sincerely,  
[Your Name]  
[Your Student ID (if applicable)]