

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]
[Recipient Name]
[Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the [Name of Scholarship] offered through the joint venture of [Institution/Organization 1] and [Institution/Organization 2]. I am currently [Your Current Status] at [Your School/University] pursuing a degree in [Your Major/Field of Study], and I am eager to apply for this scholarship to further my education.

[In this paragraph, briefly outline your academic achievements, relevant experiences, and any personal qualities that make you a strong candidate for the scholarship. Mention specific goals you hope to achieve through your studies and how the scholarship will aid in reaching those goals.] I believe that my commitment to [specific field or value relevant to the scholarship], along with my experience in [any relevant extracurricular activities or work experience], aligns well with the mission and values of [Organizations involved in the joint venture]. Additionally, I am passionate about [mention any particular issues or interests related to the scholarship].

Thank you for considering my application for the [Name of Scholarship]. I am looking forward to the opportunity to contribute positively to [mention any relevant community or field]. Please find my application materials attached for your review.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]