

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Scholarship Committee Name]  
[Organization/Institution Name]  
[Address]  
[City, State, Zip Code]

Dear [Scholarship Committee/Recipient's Name],  
I am writing to formally request consideration for the [Name of Scholarship] for [scholarly year or semester], as I am eager to further my education in [Your Field of Study] at [Institution Name].  
As a dedicated student with a passion for [briefly describe your interests or goals related to your field], I believe that this scholarship will significantly assist me in achieving my educational aspirations.

[In this paragraph, discuss your academic achievements, relevant experiences, and any community service or extracurricular activities that demonstrate your commitment and qualifications for the scholarship.]  
Furthermore, I am [mention any personal circumstances or financial need that warrant your request for the scholarship].

I sincerely appreciate your consideration of my application. Thank you for supporting students in their academic pursuits through initiatives like the [Name of Scholarship]. I look forward to the opportunity to contribute positively to [Institution's Name] and the community.

Warm regards,  
[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Student ID (if applicable)]