

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[UOB Scholarship Committee]
[University of [Name]]
[University Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for the UOB Scholarship for the [specific program or year] at the University of [Name]. I am a [year, e.g., first-year] student majoring in [your major] and am eager to further my education while contributing positively to the university community.

Throughout my academic journey, I have maintained a [GPA or academic achievement] and actively engaged in [mention any relevant extracurricular activities, volunteer work, or leadership roles]. This scholarship would greatly alleviate my financial burdens, allowing me to focus more on my studies and community involvement.

I have attached all the required documents, including my academic transcripts, a personal statement, and letters of recommendation. I am excited about the possibility of representing UOB and contributing to its values and mission.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,

[Your Name]