

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

Dear [Scholarship Committee/Recipient Name],  
I am writing to formally apply for the [Name of Scholarship] for the academic year [Year]. I am currently a [Your Current Educational Status, e.g., high school senior, college sophomore] at [Your School/University Name], pursuing [Your Major/Field of Study].

[Paragraph 1: Briefly introduce yourself, your background, and your academic achievements.]

[Paragraph 2: Explain your financial need and how the scholarship will help you achieve your educational goals.]

[Paragraph 3: Share your career aspirations and how the scholarship aligns with your future plans.]

Thank you for considering my application. I look forward to the opportunity to contribute to [Institution/Organization Name] and to further my education with your support.

Sincerely,  
[Your Name]