

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

Admissions Office

Xuan University

[University Address]  
[City, State, Zip Code]

Dear Scholarship Committee,

I am writing to express my sincere interest in applying for the [specific scholarship name] at Xuan University. As a prospective student, I am eager to pursue my studies in [your intended major/program] and believe that this scholarship would greatly assist me in achieving my academic and career goals.

Currently, I am in my final year at [Your High School/Current Institution Name], where I have maintained a GPA of [Your GPA] while being actively involved in [list relevant extracurricular activities, leadership roles, or community service]. These experiences have not only fostered my academic growth but have also instilled in me a strong sense of leadership and community responsibility.

I am particularly drawn to Xuan University because of [mention any specific programs, faculty, or values that attract you to the university]. I believe that pursuing my degree at Xuan University will provide me with the knowledge and skills necessary for my future aspirations.

Financial support through the [specific scholarship name] would alleviate the burden of tuition costs, allowing me to focus on my studies and engage fully in the university community. I pride myself on my determination and resilience, and with this scholarship, I am confident that I can make the most of my university experience.

Thank you for considering my application. I look forward to the opportunity to contribute to and grow within the vibrant academic community at Xuan University.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]