

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

Dear [Scholarship Committee's Name or "Scholarship Committee"],  
I am writing to express my interest in the [Name of Scholarship] and to submit my application for consideration. I am currently a [Your Year, e.g., high school senior, college sophomore] at [Your School/Institution Name] pursuing a degree in [Your Major/Field of Study].

[Briefly explain your academic achievements, extracurricular activities, and any relevant experiences that showcase your qualifications for the scholarship.]

I am passionate about [Your Passion/Interest related to the scholarship] and believe that this scholarship will help me achieve my academic and career goals.

Thank you for considering my application. I look forward to the opportunity to contribute to the [specific field/community associated with the scholarship] and to represent the values of [Institution/Organization Name].

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]