

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

Dear [Scholarship Committee's Name or "To Whom It May Concern"],
I am writing to express my interest in the [Name of the Scholarship] and to formally apply for the funding opportunity. I am currently a [your current status, e.g., high school senior, undergraduate student] at [Your School/University Name] pursuing a degree in [Your Major/Field of Study]. [Include a brief paragraph about your academic achievements, extracurricular activities, and any relevant experiences that demonstrate your qualifications for the scholarship.]

This scholarship would greatly assist me in [explain how the scholarship will help you, such as covering tuition costs, books, or living expenses]. I am committed to [personal goals, career aspirations, or contributions to the community], and I believe that this opportunity will help me succeed in my educational journey.

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

Sincerely,

[Your Name]
[Your Student ID (if applicable)]