

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[Organization/Institution 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 formally request consideration for this scholarship opportunity. I am currently a [Your Year, e.g., sophomore] at [Your School/University] pursuing a degree in [Your Major].

Due to [briefly explain your financial situation, e.g., "my family's financial circumstances," "unexpected medical expenses," etc.], I find myself in need of financial assistance to continue my studies. This scholarship would significantly alleviate my financial burden and allow me to focus more on my academic goals.

Throughout my time at [Your School/University], I have maintained a [Your GPA] GPA while actively participating in [mention any relevant extracurricular activities, volunteer work, or part-time jobs]. These experiences have not only enriched my education but also strengthened my determination to succeed in [Your Field/Area of Interest].

I am passionate about [describe your career goals or aspirations related to your field of study] and plan to [briefly explain what you hope to achieve with your education]. I believe that by receiving this scholarship, I would be one step closer to achieving these goals and positively impacting my community.

Thank you for considering my request for the [Name of Scholarship]. I appreciate your time and attention and look forward to the opportunity to further discuss my application.

Sincerely,

[Your Name]
[Your Student ID (if applicable)]
[Your Program/Department]