

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[University of Queensland]
[Department/Office]
[University Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to apply for the [specific scholarship name] at the University of Queensland for the [specific program/degree name] for [academic year/semester].

****Introduction****

- Briefly introduce yourself.
- Mention your current academic status and the program you are applying for.

****Academic Achievements****

- Highlight relevant academic achievements and awards.
- Discuss any relevant coursework or projects.

****Extracurricular Involvement****

- Detail your involvement in extracurricular activities.
- Highlight leadership roles or significant contributions.

****Financial Need****

- Explain your financial situation and the need for the scholarship.
- Mention any special circumstances if applicable.

****Future Goals****

- Describe your career aspirations and how the scholarship will help you achieve them.
- Connect your goals with the values or mission of the University of Queensland.

****Conclusion****

- Express gratitude for considering your application.
- Reiterate your enthusiasm for the opportunity.

Sincerely,

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