

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

Dear [Scholarship Committee Members],

I am writing to formally apply for the [Name of Scholarship] for the [academic year/semester]. I am currently a [your year, e.g., sophomore] at [Your School/University] majoring in [Your Major/Field of Study]. I am seeking financial assistance due to [briefly explain your financial situation, e.g., family circumstances, economic challenges]. Despite my current challenges, I am committed to my education and maintaining a strong academic record. My current GPA is [Your GPA], and I have [mention any honors, awards, or relevant extracurricular activities].

This scholarship will significantly aid my educational journey by [explain how the scholarship will help you achieve your goals]. I have attached all required documents, including my financial aid information, academic transcripts, and letters of recommendation for your review. Thank you for considering my application. I hope to contribute positively to the [name of institution or community] with the support of this scholarship.

Sincerely,
[Your Name]