**Sample Scholarship application letter**

To,

The Scholarship Selection Committee,

Colorado State University,

Fort Collins

April 20, 2010

Dear Sir/Ma’am,

It gives me immense happiness to be selected for the Masters course in English literature in your esteemed university (Summer session 2010) and I request you to kindly consider my application for a half or full scholarship.

I would like to mention that I finished my graduation in English Literature with honours and was among the top 10 students in my class. I also head the dramatic society in my college and have published my own short story collection.

However, my current financial condition would not allow me to freely study in this university and any aid will be of great help. I am enclosing photocopies of my academic and non-academic certificates and mark sheets and also my family financial details. I will be very grateful if you accept my application.

Hoping to hear from you soon.

Thanking you,

Sincerely,

Amanda Bruce

Colorado