Date: June 1st, 2010.

Mr. Steve Soraki,

Head of Scholarship Committee,

#B2, Harpers Farm Road,

Columbia, MD – 21044.

Subject: Scholarship application letter for UVW College,

Dear Sir,

I am sincerely requesting you to gently admit my application for your Scholarship Program that was made available through your career and educational website recently.

For your reference, my name is Thomas Henry who has just finished by Master’s degree in Law and I currently doing an internship in a non profit organization called New Lives Columbia. I am pleased to inform you that I have received an offer from reputed institution like PQR State University to pursue PhD in Law. The session will be conducted from September, 2010.

Along with this application letter, I am hereby enclosing completed scholarship form, copies of mark sheets, degree certificate and resume, as stated in your requirement. I will be grateful to you if you were to accept my application form and grant me scholarship that would immensely help me financially.

Your kind consideration for the same is highly appreciated and looking forward to hear from you at the earliest.

Sincerely,

Thomas Henry.