Date: June 1st, 2010

Jones Sarah

#124, Locus Street, Suite 1400,

Philadelphia, PA – 19102.

Mr. Sherry Long

Assistant Manager,

LMN College, East Block,

402, Walnut Lane,

Philadelphia, PA – 19128.

Subject: Scholarship Application for Physics Scholarship Program

Dear Sherry Long,

I have come across the advertisement mentioned in Philadelphia Today newspaper that talks about your esteemed college offering scholarship to interested and eligible students in field of Physics. I have always been engrossed in Physics and would greatly appreciate if I could get an opportunity to know more about the Physics Scholarship Program.

Kindly take a note of my academic qualifications:

School: ABS School passed out in 1998.

College: PSM Junior College passed out in 2001.

Subjects Majored: Physics.

Also find the attached copies related to school, college and graduation certificates for further reference. In case if there is any need of other documents that needs to be submitted for verification, then do let me know.

Waiting for your response

Yours sincerely,

Jones Sarah