

# Request for Postgraduate Scholarship Funding

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Institution/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request funding for my postgraduate studies in [Your Program Name] at [Your Institution]. As an aspiring [Your Profession/Field], I am eager to further develop my skills and contribute to [explain your goals and interests].

Despite my dedication to my studies and commitment to excellence, I am facing financial constraints that may hinder my ability to pursue this opportunity. I believe that this scholarship will significantly alleviate my financial burden and allow me to focus entirely on my academic and research endeavors.

I have attached my curriculum vitae, a statement of purpose, and letters of recommendation for your review. I am hopeful that my application demonstrates my potential and determination to succeed in my postgraduate studies.

Thank you for considering my request for funding. I look forward to the possibility of discussing this further with you.

Sincerely,

[Your Name]