

Scholarship Offer Rejection Letter

Date: [Insert Date]

To:

[Recipient's Name]

[Recipient's Address] [City, State, Zip Code]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you regarding your application for the [Specific Scholarship Name] awarded by [University Name]. After careful consideration, we regret to inform you that we are unable to offer you a scholarship for the upcoming academic year.

This decision was based on [briefly outline reason, e.g., limited funding, high competition, etc.]. We were impressed by your qualifications and achievements, and we appreciate the effort you put into your application.

We encourage you to explore other financial aid options available at [University Name]. Please visit our financial aid office or website for further assistance.

Thank you once again for your interest in our institution. We wish you every success in your future endeavors.

Sincerely,

[Your Name] [Your Title] [University Name] [Contact Information]