

Scholarship Application Document Checklist

Dear [Applicant's Name],

Thank you for your interest in the [Scholarship Name]. To ensure a successful application process, please review the following checklist of required documents:

- Completed scholarship application form
- Personal statement or essay
- Two letters of recommendation
- Official academic transcripts
- Proof of enrollment or acceptance letter
- Financial aid information (if applicable)
- Resume or CV
- Any additional supporting documents (e.g., portfolio, certificates)

We recommend that you double-check each item on this list to ensure your application is complete. If you have any questions or need further assistance, please feel free to reach out.

Best of luck with your application!

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]