

Scholarship Application Progress Update

Date: [Insert Date]

Dear [Scholarship Committee/Recipient's Name],

I hope this message finds you well. I am writing to provide an update on the progress of my scholarship application for the [Scholarship Name]. I wanted to express my gratitude for the opportunity to apply and share my ongoing commitment to pursuing my educational goals.

As of now, I have completed the following steps in my application process:

- Submitted the scholarship application form
- Provided all necessary documentation, including transcripts and recommendation letters
- Completed the personal statement and essay requirements

I am currently awaiting a response regarding the next steps and hope to hear back soon. If there are any additional materials or information you require from my side, please do not hesitate to reach out.

Thank you once again for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]