

Athletic Scholarship Renewal Request

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[University Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request the renewal of my athletic scholarship for the upcoming academic year as a member of the [Sport] team. Over the past year, I have dedicated myself to both my athletic and academic commitments, achieving [insert specific achievements, e.g., personal records, team championships, or academic honors].

As I look forward to the next season, I remain committed to further improving my performance and contributing positively to the team and our university. I believe that with continued support through my scholarship, I can accomplish even greater milestones.

Thank you for your attention to my request. I am looking forward to your favorable response and am excited about the opportunity to continue representing [University Name].

Warm regards,

[Your Name]

[Your Student ID]

[Your Contact Information]

[Your Major]