

Request for Endorsement: Need-Based Scholarship Assistance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Committee Name]

[Scholarship Organization/Institution Name]

[Address]

[City, State, Zip Code]

Dear [Scholarship Committee],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., sophomore] student at [Your School/University Name] pursuing a degree in [Your Degree Program]. I am reaching out to kindly request your endorsement for a need-based scholarship that I am applying for.

Due to [briefly explain your financial need, such as loss of income, unexpected expenses, etc.], I am seeking additional financial support to continue my studies without interruption. I am deeply committed to my education and wish to contribute positively to my community after graduation.

The scholarship I am applying for, [Scholarship Name], would greatly assist me in covering tuition and essential living expenses. I believe that your endorsement would significantly enhance my application and demonstrate my commitment to my academic goals.

Thank you for considering my request. I have attached my academic resume and documentation supporting my financial need for your review. I am more than willing to discuss this further or provide any additional information needed.

Thank you for your time and support.

Sincerely,

[Your Name]