

# Endorsement Request for Graduate Scholarship Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Endorser's Name]

[Endorser's Title]

[Endorser's Institution/Organization]

[Endorser's Address]

[City, State, Zip Code]

Dear [Endorser's Name],

I hope this message finds you well. I am writing to request your endorsement for my application to the [Name of Scholarship] for my graduate studies in [Field of Study]. As you know, I am passionate about [Briefly explain your academic goals or career aspirations], and this scholarship would greatly assist me in achieving my educational objectives.

Having had the pleasure of [describe your relationship with the endorser, e.g., "working under your guidance during my internship at XYZ"], I believe that you can provide a meaningful perspective on my qualifications and potential as a graduate student.

The scholarship requires a recommendation letter that highlights my [mention specific qualities, skills, or accomplishments relevant to the scholarship], and I would be greatly honored if you would consider writing this letter on my behalf.

Please let me know if you need any additional information or if there is a convenient time for us to discuss this in further detail. Your support would be invaluable to my application.

Thank you very much for considering my request. I appreciate your time and assistance.

Warm regards,

[Your Name]