

# **Inquiry About Scholarship Program**

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Scholarship Program Coordinator's Name]

[Institution/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Scholarship Program Coordinator's Name],

I hope this message finds you well. My name is [Your Name], and I am a high school student at [Your School Name]. I am writing to inquire about the [Name of Scholarship Program]. I am interested in applying for opportunities that will support my education and professional aspirations.

Could you please provide me with more information regarding the eligibility criteria, application process, and deadlines? Additionally, any details about the scholarship award amount and the documents required for submission would be greatly appreciated.

Thank you for your assistance. I look forward to your response.

Sincerely,

[Your Name]