

Inquiry About Merit-Based Scholarships

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Program Coordinator's Name]

[Institution/Organization Name]

[Institution 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 currently a [Your Current Education Level, e.g., high school senior, college student] interested in exploring potential scholarship opportunities for the upcoming academic year.

I am particularly interested in your merit-based scholarships, as I believe that my academic achievements and extracurricular involvement align well with the criteria set for these awards. I would appreciate any information you could provide regarding the application process, eligibility requirements, and deadlines for your merit-based scholarships.

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

Sincerely,

[Your Name]