

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Scholarship Committee
[University/College Name]
[Office Address]
City, State, Zip Code

Dear Members of the Scholarship Committee,

I am writing to formally appeal for the renewal of my academic scholarship for the upcoming academic year. My name is [Your Name], and I am currently enrolled in [Your Degree Program] at [University/College Name]. My student ID is [Student ID].

During the past year, I have faced several challenges including [briefly explain any personal, academic, or financial difficulties]. Despite these hurdles, I have worked diligently to maintain my academic performance, achieving a [Your GPA] GPA and completing [number] credits towards my degree.

Thank you for considering my appeal. I am more than willing to provide any additional information that may aid in your decision-making process. I look forward to your response.

Sincerely,
[Your Name]