

Request for Scholarship Renewal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Admissions Office

[University/Scholarship Provider's Name]

[Address]

[City, State, Zip Code]

Dear [Scholarship Committee/Specific Person's Name],

I hope this message finds you well. I am writing to formally request the renewal of my academic scholarship for the upcoming academic year. I am currently a [your year, e.g., sophomore] majoring in [your major] at [University Name], and I have thoroughly enjoyed my time here.

During the past year, I have maintained a GPA of [Your GPA] and have been actively involved in [briefly mention any extracurricular activities, community service, or relevant experiences]. I am committed to continuing my academic and personal growth in the following year and am requesting your continued support through the renewal of my scholarship.

Thank you very much for considering my request. I am looking forward to your positive response.

Sincerely,

[Your Name]