

Scholarship Award Notification

Date: [Insert Date]

Recipient Name: [Insert Recipient Name]

Recipient Address: [Insert Recipient Address]

Dear [Insert Recipient Name],

We are pleased to inform you that you have been selected as a recipient of the [Scholarship Name] for the academic year [Insert Year]. This prestigious scholarship is awarded to students who have demonstrated exceptional academic performance, leadership abilities, and a commitment to community service.

Your achievements and contributions have set you apart from other candidates, and we believe you possess the potential to make a significant impact in your field of study.

The [Scholarship Name] provides a total award of [Insert Amount], which will be applied toward your tuition and associated educational expenses. Please review the enclosed materials for further information about the scholarship terms and conditions.

To accept this scholarship, please sign and return the enclosed acceptance form by [Insert Deadline]. If you have any questions, feel free to contact our office at [Insert Contact Information].

Congratulations once again on this outstanding achievement!

Sincerely,

[Insert Sender's Name]

[Insert Sender's Title]

[Insert Institution/Organization Name]

[Insert Contact Information]