

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Scholarship Committee/Coach's Name]

[School/University Name]

[Address]

[City, State, Zip Code]

Dear [Scholarship Committee/Coach's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Year, e.g., junior] at [Your High School Name], where I have been actively participating in [Your Sport, e.g., soccer] since [Start Year]. I am writing to inquire about any athletic scholarship opportunities available for prospective student-athletes at [School/University Name].

Throughout my high school career, I have maintained a GPA of [Your GPA] while competing on the [Your Sport Team Name]. I have been recognized as [any awards or titles you've earned], and I am determined to take my athletic and academic careers to the next level at [School/University Name].

I am very interested in joining [School/University Name] and contributing to the [Sport Team Name] while furthering my education. I would appreciate any information you could provide about scholarship opportunities, application procedures, and any other requirements.

Thank you for considering my inquiry. I look forward to the possibility of discussing my future at [School/University Name].

Sincerely,

[Your Name]