

Scholarship Rejection Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, ZIP Code]

Dear [Recipient Name],

Thank you for your offer of a sports scholarship to [School/University Name]. I appreciate the time and effort you and your committee have invested in evaluating my application.

After careful consideration, I regret to inform you that I must decline the offer. This decision was not easy, as I have great respect for the program and the opportunities it provides.

Once again, thank you for the generous offer and for your belief in my potential. I wish [School/University Name] continued success and hope to cross paths in the future.

Sincerely,

[Your Name]