

Financial Aid Application for Part-Time Studies

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally apply for financial aid to support my part-time studies at [Institution Name]. I am currently enrolled in [Program/Course Name] and plan to take [number of credits] during the upcoming semester.

Due to [briefly explain your financial situation or circumstances], it has become increasingly challenging for me to cover the cost of tuition and associated fees. I believe that with financial assistance, I would be able to focus more on my studies and contribute significantly to the academic community.

I have attached all the necessary documents required for your review, including my current enrollment status, financial documents, and any other supporting information relevant to my request.

Thank you for considering my application. I am looking forward to your favorable response. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

[Your Name]