

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Organization/Institution Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request the continuation of my scholarship support for the [specific program/scholarship name] for the upcoming academic year [insert year]. I am immensely grateful for the financial assistance provided thus far, which has significantly contributed to my academic journey at [Your Institution Name].

During the past year, I have maintained a [insert GPA or academic achievement] and have been actively involved in [mention any relevant extracurricular activities, volunteering, or internships]. These experiences have not only enriched my knowledge but have also motivated me to achieve greater academic and personal success.

As I continue my studies in [Your Major/Field], I am committed to making the most of this opportunity and contributing positively to our community. I believe that with continued support, I can further enhance my skills and contribute to [mention any specific goals or contributions].

Thank you for considering my request for the continuation of my scholarship support. I truly appreciate your investment in my education and future. Please let me know if you require any additional information or documentation.

Sincerely,

[Your Name]

[Your Student ID]

[Your Phone Number]

[Your Email Address]