

# Application for University Merit Award

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[University's Name]

[Department or Office Name]

[University's Address]

[City, State, Zip Code]

**Dear [Recipient's Name],**

I am writing to express my interest in the University Merit Award for leadership roles. As a dedicated student of [Your Major] at [University's Name], I have actively participated in numerous leadership opportunities that have greatly contributed to my personal and professional development.

Throughout my academic tenure, I have held positions such as [Title/Role] in [Organization/Club Name], where I spearheaded [specific projects or initiatives]. This role allowed me to enhance my leadership skills, collaborate with diverse teams, and create impactful experiences for my peers.

Additionally, my involvement in [Volunteer Work/Community Service] has provided me with the opportunity to lead initiatives that benefit our local community, showcasing my commitment to societal betterment. I believe that these experiences align with the values this award represents.

I am excited about the chance to further extend my leadership capabilities and contribute positively to our university community. Thank you for considering my application for the University Merit Award.

Sincerely,

[Your Name]

[Your Student ID]