

Request for Endorsement for Scholarship Application

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request your endorsement for my application to the [Name of Scholarship] which I am applying for to support my [mention your purpose, e.g., further studies, research, etc.]. I believe your support would greatly enhance my application.

During my time at [Your Institution/Organization], I have had the pleasure of working under your guidance on [mention any relevant projects, roles, or experiences]. Your insight into my capabilities and dedication would provide valuable perspective to my application.

The scholarship requires applicants to submit letters of endorsement from mentors or supervisors who can attest to the applicant's qualifications and character. I am confident that your endorsement will highlight my strengths and commitment to my academic and professional goals.

If you are willing to support my application, I would be more than happy to provide additional information about the scholarship and my achievements that you may wish to include in your letter. The deadline for submitting the endorsement is [insert deadline].

Thank you very much for considering my request. I appreciate your time and support.

Sincerely,

[Your Name]