TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS:** **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:**  **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Scholarship Fund Appeal Letter

Dear **[Name],**

I would like to appeal to you for granting me the **[Name]**. I have **[Education]**. Recently, I perceived interest in field and discovered about your institution and your scholarship program through **[Name].**

I would like to take this opportunity to tell you how much I am interested in chasing a higher degree particularly and would be appreciative if your reputed institute selects me for the scholarship program.

Do let me know about any formalities that are pending from my end.

It will be a dream come true for me to be affiliated with your school and hope it becomes a reality at the earliest.

Yours faithfully

**[Name]**