

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Scholarship Committee Name]
[Honors College Name]
[University Name]
[University Address]

Dear members of the [Scholarship Committee Name],

Introduction: [State the specific scholarship you are applying for and why you are seeking admission to the Honors College. Briefly mention your current academic standing and intended major.]

Academic Excellence: [Discuss your academic achievements, specific research interests, or a challenging project that demonstrates your intellectual curiosity. Explain how the Honors curriculum aligns with your educational goals.]

Leadership and Service: [Highlight key extracurricular involvements, leadership roles, or community service initiatives. Describe how these experiences have shaped your character and your commitment to contributing to the Honors community.]

Future Goals: [Describe your long-term professional or academic aspirations. Explain how being an Honors Scholar will provide the necessary resources and environment to help you achieve these objectives.]

Closing: [Thank the committee for their time and consideration. Express your enthusiasm for the opportunity to join the [University Name] Honors College.]

Sincerely,

[Your Signature (if sending by mail)]
[Your Printed Name]