

*[Your Full Name]*

---

*[Your Current Academic Title/Position]*

---

*[Your Home Institution/Department]*

---

*[Your Email Address]*

---

*[Date]*

---

*[Name of Fellowship Committee/Coordinator]*

---

*[Name of Host Department]*

---

*[Host University Name]*

---

*[University Address]*

---

**Re: Application for [Exact Name of Fellowship]**

Dear *[Name of Contact Person or Selection Committee]*,

I am writing to formally express my interest in the *[Fellowship Name]* at *[Host University]* for the *[Academic Term/Year]*. As a scholar specializing in *[Your Research Area]* at *[Home Institution]*, I am eager to collaborate with the faculty at your institution and utilize the unique resources provided by the *[Specific Center or Library]*.

My current research project, titled "*[Project Title]*," examines *[Brief description of research goals]*. During my tenure as a Visiting Scholar, I intend to *[Specific objectives: e.g., complete a manuscript, conduct archival research, or initiate a collaborative study]*. I am particularly interested in working under the mentorship of or in collaboration with *[Faculty Name(s)]*, whose work in *[Field]* aligns closely with my methodology.

The environment at *[Host University]* is ideal for this stage of my work because *[Specific reason why this program is a fit]*. I am confident that my presence will contribute to the intellectual community through *[Proposed contribution: e.g., presenting a guest lecture or participating in seminars]*.

Thank you for your time and for considering my application. I have enclosed my curriculum vitae, research proposal, and *[Other required documents]* for your review. I look forward to the possibility of joining your academic community.

Sincerely,

*[Your Signature]*

---

*[Your Printed Name]*

---