Your Name

Street Address

City, State, Zip Code Date

Recipient Name

Title

Business Name

Street Address

City, State, Zip Code

Dear Recipient Name:

I am a student at (your school name), and I am writing to ask you to consider creating a scholarship for students in our community.

Creating a scholarship would have many benefits for your (business, company or organization). Your scholarship, distributed to students with the help of our school guidance department, would extend your brand and potentially your customer base by connecting to families in our community. As scholarships exist for students as young as 6 years old, it would be your choice to extend the opportunity to students at my school or all schools in our community.

Your investment of even $500 for a scholarship, would be sincerely appreciated. I encourage you to recognize the amount of free advertising for your (company, business or organization) you might receive for expediting such an opportunity. Your (company, business or organization) could receive press when you announce the scholarship and when you award the scholarship.

I am dedicated to my own college scholarship money mission. Should you choose to create a scholarship, I hope that I will meet your designed criteria to apply. Regardless, if I qualify as a possible candidate for a scholarship that you create, your choice to assist a young person’s dream of college would be admirable.

If you choose to create a scholarship, please contact myself and the following people to immediately begin the outreach:

(Your Name) (Your email)

(Your Guidance Counselor) (Their email)

(Your school PTA president) (Their Email)

(Your local newspaper) (Email for local press releases)

(Your local television station) (Email for local press releases)

(Your local radio station) (Email for local press releases)

Whatever your decision, please accept my sincere thanks for your time and consideration of my request.

Sincerely,

Your Name