

The **Sample Scholarship Inquiry Letter** is provided to you courtesy of the Student Loan Network.

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Learn more about the Student Loan Network at <http://www.StudentLoanNetwork.com> or by calling toll-free **877-328-1565**.

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ScholarshipPoints.com – A free service where you can earn points that are entries to monthly and quarterly scholarship drawings

Private Student Loans – A flexible loan option to help cover all the costs associated with your education – from tuition and room and board to books and a new laptop.

Student Loan Consolidation – Upon graduation, you can consolidate federal and private loans to lower your monthly payments and simplify expenses.

Student Credit Education – Here, you can learn how to manage your credit as a student or recent college graduate. Also, you can read about tips and tricks for avoiding and alleviating bad credit.

How To Get In To College – Review college admissions information as well as standardized test and application specifications.

Sample Scholarship Inquiry Letter

This letter provides a sample format for inquiring about **private student aid** funds. Of course, you must first identify foundations and organizations which offer such assistance. You can get help finding the names and addresses of sources of private aid from a reference librarian in your public library or by browsing on the Internet. Once you have obtained that information you will need to customize this letter to fit your own background and needs by replacing the text printed in boldface below.

Your complete mailing address

Date

**Ms. T. Sample, Director
XYZ Organization
Moneytown, USA 99999**

Dear Ms. Sample:

I am writing to inquire about any student assistance that the **XYZ Organization** may offer to collegebound students.

(Enter a concise paragraph about your background and goals. Try to show how you meet the requirements of the organization's financial aid program. If this is a letter to find out if the organization offers aid, write a short paragraph about how your background and ambitions coincide with the mission of the organization.)

I would greatly appreciate information about any student financial assistance available through the **XYZ Organization**, including how I can apply for this assistance. Information about application deadlines for the **20XX-20XX** academic year would also be appreciated. If you require any further information, please do not hesitate to contact me by phone at **(your area code and phone number)** or via email at **(your e-mail address)**.

Thank you for your consideration. I look forward to hearing from you soon.

Sincerely,

Your Name