

[Your Organization's Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State ZIP Code]

Dear [Applicant's Name],

Thank you very much for applying to the [Name of Scholarship] and for sharing your accomplishments and aspirations with us. We appreciate the time, effort, and passion you put into your application.

We received a remarkable number of applications this year, and the selection process was highly competitive. After careful consideration, we regret to inform you that we are unable to offer you a scholarship at this time.

Please know that this decision was not a reflection of your abilities or achievements, which are truly impressive. We strongly encourage you to continue pursuing your goals and education, and we wish you every success in your future endeavors.

Thank you again for your interest in the [Name of Scholarship]. We hope you continue to strive for excellence and make a positive impact in your community.

Sincerely,

[Your Name]

[Title]

[Organization Name]