

# Sample Letter for Unsuccessful Scholarship Application with Resubmission Guidance

[Your Organization's Letterhead]

Date: [Insert Date]

Applicant Name  
Applicant Address  
City, State, Zip Code

Dear [Applicant Name],

Thank you for your recent application for the [Scholarship Name]. We appreciate the time, effort, and consideration you dedicated to preparing and submitting your materials.

After careful review by our selection committee, we regret to inform you that your application was not successful in this current cycle. Please know this decision was difficult due to the high volume of applications and the outstanding quality of many submissions.

Our decision does not reflect a lack of potential or achievement on your part. In your application, we were impressed with your [mention a strength from their application, e.g., academic dedication or community involvement]. However, we encourage you to strengthen your future application by considering the following feedback:

- **Academic Record:** Ensure that your transcripts and academic achievements are fully up to date and highlight any recent accomplishments.
- **Personal Statement:** Consider providing specific examples of how this scholarship will help you achieve your career and educational goals.
- **Recommendation Letters:** Include letters that address your unique skills and potential in depth.
- **Extracurricular Activities:** Highlight experiences that demonstrate leadership, initiative, or impact within your community or field.

We strongly encourage you to reapply for future scholarship cycles. Our next application deadline is [Insert Date], and updated guidelines will be available on our website at [Insert Website URL].

If you have any questions or would like further feedback on your application, please feel free to contact us at [Contact Information]. We are committed to supporting your academic journey and look forward to seeing your progress.

Thank you again for your interest in the [Scholarship Name]. We wish you the best in your studies and hope to receive your application in the next round.

Sincerely,  
[Your Name]  
[Your Title/Position]  
[Organization Name]