

[Your Organization's Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State ZIP]

Dear [Applicant's Name],

Thank you for your recent application for the [Name of Scholarship] and for sharing your inspiring story and accomplishments with us. We truly appreciate the time and effort you invested in preparing your application.

After careful consideration of all applications, I am sorry to inform you that we are unable to offer you the [Name of Scholarship] at this time. Please know that this decision was not made lightly; we received an exceptionally strong group of applicants, and the selection process was highly competitive.

While we cannot extend the scholarship to you on this occasion, we were deeply impressed by your achievements, aspirations, and dedication to your education. Your passion and commitment to your goals are evident, and we have no doubt that you will continue to excel in your academic and personal endeavors.

We strongly encourage you to keep pursuing your ambitions and seeking out new opportunities. With your talent and determination, we are confident you will make a meaningful impact in your chosen field.

Thank you once again for your interest in the [Name of Scholarship]. We wish you every success in your future studies and look forward to seeing all that you accomplish.

Sincerely,

[Your Name]

[Title/Position]

[Organization Name]