

Academic Scholarship Rejection Letter Template

[Your Institution's Letterhead or Logo]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, ZIP Code]

Dear [Applicant's Name],

Thank you for your application for the [Name of Scholarship] at [Institution Name]. We appreciate the time, effort, and dedication you invested in your submission. This year, we received a high volume of applications from many outstanding candidates, making the selection process highly competitive and difficult.

After careful consideration, we regret to inform you that we are unable to award you the scholarship at this time. Please understand that this decision does not reflect negatively on your accomplishments or abilities, but rather the limited number of scholarships available versus the exceptional pool of applicants.

We strongly encourage you to apply again for future scholarship opportunities at [Institution Name]. We value your commitment to academic excellence and wish you continued success in your educational pursuits.

Thank you once again for your interest in our scholarship program. If you have any questions or would like feedback on your application, please feel free to contact our scholarship office at [contact information].

Sincerely,

[Name]

[Title/Position]

[Institution Name]

[Contact Information]