

Formal Scholarship Decline Letter with Constructive Guidance

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Scholarship Committee Name]
[Organization Name]
[Organization Address]
[City, State, ZIP Code]

Dear Members of the [Scholarship Name] Selection Committee,

I am writing to formally and respectfully decline the [Scholarship Name] scholarship offered to me. I want to express my sincere gratitude for considering my application and for the opportunity to join a community of such dedicated and accomplished scholars. Receiving this offer is truly an honor, and I appreciate the time and effort the committee invests in supporting students like myself.

After careful consideration, I have decided to pursue another academic opportunity that is more closely aligned with my current educational and career goals. This was not an easy decision, and it in no way diminishes my appreciation for your support or the mission of your scholarship program.

I would like to take this opportunity to offer some constructive feedback based on my application experience:

- The application instructions were clear and accessible, though providing more detailed information about the selection criteria might help applicants better tailor their materials.
- Offering a webinar or Q&A session for prospective applicants could be helpful for students seeking additional guidance during the application process.
- Feedback for unsuccessful applicants, even brief, could be beneficial for future attempts.

I hope these suggestions are helpful as you continue to refine the scholarship program.

Thank you again for your generosity and dedication to fostering educational opportunities. I am grateful for your consideration and wish your organization continued success in supporting students.

Sincerely,
[Your Name]