

Formal Scholarship Extension Request Letter

Subject: Request for Scholarship Extension

Dear [Scholarship Committee/Recipient Name],

I am writing to respectfully request an extension of my [Scholarship Name] for the upcoming [Semester/Year]. Due to [reason, e.g., unforeseen academic delays, personal circumstances, or additional research requirements], I require additional support to complete my studies effectively. During my current tenure, I have maintained [GPA/achievements], actively participated in [projects, community service, or research], and consistently demonstrated commitment to my academic goals. I sincerely hope for your consideration in extending my scholarship to enable me to successfully complete my program.

Thank you for your time and understanding.

Sincerely,

[Your Name]

[Student ID]

[University/Institution Name]

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