

Parental Address

Family Home

Anytown

England

5 February 2008

The School House

School Lane

Schoolville

England

Dear Headteacher

My son Benji is studying in year 10 at The School House. He has not so far received any financial aid in his time at the school, but he has come top of his year for the past two academic terms, and I'm writing to you to enquire about the school's scholarship provision after our financial circumstances have altered and we are now having real difficulties covering the full cost of the school fees. I am now in the position that I am having to consider taking Benji out of the school, despite the crucial stage he is at in his education, so before I go further down that track I would like to enquire about any scholarship schemes that may be available.

I look forward to hearing from you. You can contact me, Father, on 0131 2343 9049 or 0723422342, or email me at father@parents.com, and hopefully we can meet to discuss some possible options to face the future.

With thanks for your time and best wishes

[signature]

Mr Redrow, father of Benji Redrow

You may need the following

- **[How To Write A Good Motivation Letter For Scholarship \(4 PDF Sample Examples\)](#)**
 - **[How to Write a Good Scholarship Application Letter \(6 PDF Sample Examples\)](#)**
 - **[How To Write A Good Recommendation Letter For Scholarship Application \(8 Sample Examples PDF\)](#)**
 - **[Top 40 Scholarship Interview Questions And Answers Example \(PDF for Download\)](#)**
 - **[How To Write A Good Scholarship CV/Resume - Sample Scholarship CV/Resume Template](#)**
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