

## **Motivation Letter for Scholarship (With Examples): Expert's Guidance on Writing a Winning Scholarship Motivation Letter**

### **What Is a Scholarship Motivation Letter?**

A motivation letter is like a cover letter you may include with a job application and resume. The goal of the letter is to explain:

- Why you are a good candidate for the scholarship
- What you plan to do with the education you receive.

Review committees often use motivation letters to narrow down their pool of applicants. Then they assess the rest of the application from the candidates they like best.

Motivation letters are usually required for graduate-level scholarships. Sometimes, you may need to write one for specialty programs at a bachelor's level too. If you have the option to include a motivation letter with your scholarship application, take it. This may be the only chance you have to wow the review committee.

A Motivation letter describes why you are a perfect fit for a certain position. The objective of a motivation letter is to explain to the authorities why you should be chosen for the degree program and what plans do you have for the education you will receive. In other words, the letter of motivation speaks out some of the important aspects of your [research proposal](#) that connect it up with your academic competence and personality.

### **Who needs a Motivation Letter?**

Generally, motivation letters are required for post-graduation scholarships. However, you may require it sometimes while applying for an undergraduate program.

### **Significance of Letter of Motivation in Admission and Scholarship Application Process:**

The motivation letter is the chance you have to influence the selection panel. To contract the list of candidates, selection panels frequently use motivation letters. Then the candidates considered best are finally selected for the program. The motivation letter is the most

significant part of your application. The success of your application mainly counts on the motivation letter.

### **Methods of Structuring a Letter of Motivation:**

Commonly, two methods are used to structure a motivation letter.

#### **#1 Classical Way of Writing a Motivation Letter:**

Classical way guides writing a letter of motivation in three parts; introduction, body, and conclusion. Using the classical way is not a bad idea. You can use it if you want to write the body of the letter as a story. Hence, not breaking the reading flow. No matter what method you chose, the letter basically contains an introduction, a body, and a conclusion.

#### **#1 Modern Way of Writing a Motivation Letter:**

While another way of composing a letter of motivation is to use 5-7 paragraphs, where the body is divided into 3-4 paragraphs. It completely depends on your choice. However, dividing the body into more paragraphs is considered beneficial, as each paragraph highlights a completely different point.

### **Blueprint on Writing a Killer Motivation Letter**

Writing your motivation letter can be a painstaking task. The students generally have no answer when asked, “Why do you want this scholarship?” or “What difference can you make after getting it?” You spend hours thinking about and researching on the internet. You are also done by asking your friends for help. But at the end of the day, you are sitting before your laptop and have no answers to the asked questions.

Nonetheless, you know you are a capable person and have a vast knowledge base. The only problem is, it is just difficult to give words to your thoughts. Don't worry, it happens with almost everyone, and we are here to facilitate you. This article is specially devised to give you the ultimate guide to writing a winning motivation letter and make the process easy for you.

### **How long should a Motivation Letter be?**

Normally, the length of the motivation letter is not specified. But it cannot be too long, or too short. The idea is to succinctly give the best possible arguments. Also, skipping relatively small details is not recommended. Sometimes small specifics make a huge difference. The letter of motivation must contain the most vital educational achievements, details of your resume, your skills, and your long-term plans. Generally, a range of 500-1000 words is recommended for motivation letters. Paragraphing is important, as it makes the letter easy to understand.

**Construct a bridge between the intended degree course and scholarship you are applying for:**

The motivation letter should connect your academic and professional future plans with the scholarship you are applying for. It should give the reader an understanding that you are really interested in studying a specific field, and your selection is not only beneficial for you, but also for the scholarship source. It manifests reasons why you deserve it more than other aspirants.

**Writing ‘Introduction’ part in Motivation Letter:**

In the introduction part, you briefly tell the reader about yourself and the reason behind your application. It includes your name and education. Besides, you also need to tell what program you are applying for. Needless to say, don't forget to write contact information at the top of the letter.

**Writing ‘Body’ part in Motivation Letter:**

The body is the most significant part of the motivation letter. It is a voluminous note and manifests your talents, achievements, and skills. It tells your professional experience, whether paid or unpaid. Shows what field you want to pursue a career in and the reasons behind it. Showcases your motivation to bring a positive change in society.

**Research Scope ‘website’ of an organization that requested you to send a motivation letter to fetch an idea on who can be an ideal candidate for them:**

Additionally, open the official website that requires you to write a letter of motivation and see what requirements are demanded, then tries to emphasize your eligibility. It makes the reader know how passionate you are for the field you are applying for. However, exaggeration

should be avoided. Try being close to facts and truth as much as possible. The examiners are immensely experienced and can easily detect overstatement.

### **Writing ‘Conclusion’ part in Motivation Letter:**

You write a conclusion to wrap up the story. In this part, you can sum up your major points and comment on your professional objectives. Stress again why you are a perfect fit for the program. Finally, express your thanks and end the letter.

### **General Tips on Writing a Letter of Motivation for Scholarship and Admissions:**

Remember, there is a line between begging and proving your worth. You should use logical argumentation to prove your merit. Your letter should not contain any grammatical or spelling errors.

The use of slang language should be completely avoided. It should make its reader feel that it is written by a sensible person. In addition, be specific with all the details you provide.

Finally, bear in mind that it is a time-taking process. It is not something you will perfectly do in a single evening. Create an outline and plan the structure before you write. In the end, stick to the basics, follow the given guideline, and make it a success story!

### **The Structure of a Scholarship Motivation Letter**

Scholarship motivation letters vary by award, but they usually consist of three elements:

- An introduction
- Three body paragraphs
- A conclusion

Your introduction should include your name, level of education and the degree program.

Your first body paragraph should include any work-related experience you have. This can include both paid and unpaid internships. You should show the growth of your career in chronological order. Finally, suggest where your professional will go with continued education.

Your second body paragraph should explain what you hope to gain from your education. Think of which problems you aim to solve or uncover.

Your final body paragraph should explain your holistic plans for the future. Some ideas for inspiration:

- You can include extra education you plan to pursue after education.
- You can write about companies or agencies you'd like to work for after graduation.

Another idea is including

- You can talk about programs or organizations you would like to develop.

Finally, your conclusion should re-emphasize why you are a good candidate for the scholarship.

**If you need help creating a resume or cover letter, start with one of the dozens of professionally-designed resume and cover letter templates that are available in Word. Go to File > New. In the search box, type Resume or Cover Letter. Double-click the template you want to use.**

### **Motivation Letter Example**

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Stillwater, OK 74074

The Scholarship Committee  
123 Learning Rd. Suite 4A  
Oklahoma City, OK 73127

*To Whom It May Concern:*

My name is Owlie McScholar and I am a third year student at Oklahoma State University. I am currently pursuing a five-year Bachelor of Architecture Degree, and I plan to follow up with a one-year master's degree after I graduate.

While in high school, I worked extensively with my local Habitat for Humanity branch to help build homes for low income families. I learned about the construction process from the ground up, and I discovered the importance of function in architectural design. The homes we built during my four years as a volunteer were never extravagant, but they served their purpose and became a beacon of hope for their owners.

My education is largely focused on this mindset: function over form, stability over showmanship. I have enrolled in several classes that crossover to the Architectural Engineering major because I want to have a comprehensive view of how design meets structure. I have worked on three extra-credit residential design projects under the supervision of my architecture professors (Dr. X and Dr. Y) to accelerate my research and education.

I wanted to become an architect to create accessible, affordable housing opportunities in underprivileged communities. Living in a college town, I have seen countless rental properties available, but there are few homes for sale that are priced affordably enough for college students and first-time buyers. This is the case in many towns throughout America, especially areas with a low standard of living. My goal is to build neighborhoods of sufficient starter homes that can help adults build equity, avoid excessive debt, and create financial stability for their futures.

I have an internship scheduled with LMNOP Architectural Firm in the summer, and I will continue my on-the-job training there after my master's degree. After working under acclaimed residential architects Suzan Craft and Peter Wood, I would like to open my own architectural firm focused on developing inexpensive, high-quality housing. Also, I would like to work with Habitat for Humanity again, this time as an architect instead of a general laborer. I believe firmly in their mission to build "a world where everyone has a decent place to live."

I appreciate your consideration. With your assistance, I can continue my schooling in architecture and design to bring accessible homes to those in need.

Sincerely,  
Owlie McScholar