

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Title/Position]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Appeal for CBT Exam Results

I hope this letter finds you well. I am writing to formally appeal the results of my recent CBT examination taken on [Exam Date], for which I received a score of [Your Score].

[Briefly explain your reasons for the appeal. Include any specific evidence or arguments that support your case. Mention any mitigating circumstances if applicable.]

I kindly request a review of my examination results, as I believe that [state your request clearly, such as a re-evaluation of your answers, a review of specific questions, etc.].

Thank you for considering my appeal. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]