

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Financial Aid Office]
[University/College Name]
[Address]
[City, State, Zip Code]

Dear [Financial Aid Officer's Name],

I hope this letter finds you well. I am writing to formally appeal the financial aid decision regarding my [specific type of aid, e.g., grant, scholarship, loan] for the [academic year/semester].

I am [your student ID number] and a [your year, e.g., sophomore, junior] majoring in [your major]. I appreciate the assistance I have received thus far, but due to [specific circumstances that warrant the appeal, e.g., a change in financial situation, unforeseen medical expenses, etc.], my need for financial support has increased significantly.

[Elaborate on your circumstances and provide any relevant documentation or details that support your case. Be clear and concise.]

I kindly request a reevaluation of my financial aid package. I believe that with additional support, I will be able to continue my studies and achieve my academic goals.

Thank you for considering my appeal. I am hopeful for a positive response. Should you need any additional information, please feel free to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]
[Your Student ID Number]