

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Financial Aid Office
Fox Valley Technical College
[School Address]
[City, State, Zip Code]

Dear Financial Aid Officer,

I hope this letter finds you well. I am writing to formally appeal for the reconsideration of my financial aid eligibility for the [specific term, e.g., Fall 2023] semester.

Due to [briefly explain your circumstances, e.g., unforeseen medical expenses, family emergencies], my financial situation has changed significantly, making it difficult for me to cover my educational expenses. I am committed to my studies in [your program of study] and am striving to succeed despite these recent challenges.

I have attached documentation that supports my appeal, including [list the documents, e.g., medical bills, income statements]. I kindly request a reevaluation of my financial aid status, as it is crucial for me to continue my education and achieve my career goals.

Thank you for considering my situation. I appreciate your time and understanding, and I look forward to your response.

Sincerely,

[Your Name]
[Student ID Number]