

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Date]
[Admissions Office]
[School Name]
[School Address]
[City, State, ZIP Code]

Dear Admissions Committee,

I hope this letter finds you well. I am writing to formally appeal the decision regarding my application to the International Baccalaureate (IB) program at [School Name]. I appreciate the time and effort that the committee has invested in reviewing my application.

[Insert a brief paragraph explaining your reasons for the appeal. Discuss any new information that may not have been included in your original application, such as improved grades, personal circumstances, or additional achievements.]

I believe that my passion for learning and commitment to academic excellence align with the values of the IB program. [You may include specific examples of your interests or strengths relevant to the program.]

Thank you for considering my appeal. I am hopeful for the opportunity to further demonstrate my suitability for this esteemed program. Please feel free to contact me if you require any additional information.

Sincerely,

[Your Name]
[Your Phone Number]