

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Admissions Committee's Name]  
[Institution's Name]  
[Institution's Address]  
[City, State, Zip Code]

Dear [Admissions Committee's Name or Specific Person's Name],

Subject: Feedback on My Application for [Program Name]

I hope this message finds you well. I am writing to request feedback regarding my application for the [Program Name] at [Institution's Name] for the [Year/Term] intake.

I understand that the selection process is highly competitive and that many factors are considered in making admissions decisions. I would greatly appreciate any insights you could provide about my application, including areas where I might improve for future applications.

Thank you for considering my request. I look forward to your feedback.

Sincerely,

[Your Name]