

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

Dear [Recipient Name],

Subject: Appeal for JGS Exam Results

I hope this letter finds you well. I am writing to formally appeal the results of my recent JGS exam, which took place on [Exam Date]. My examination ID is [Your Examination ID].

I believe that there may have been an error in the evaluation of my performance, specifically regarding [mention the specific issue, e.g., grading discrepancies, misinterpretation of answers, etc.]. I have attached supporting documents that outline my appeal, including [list any relevant documents, e.g., copies of exam answers, grading feedback, etc.].

Given my commitment to [relevant subject/field], I respectfully request a thorough review of my exam results. I would appreciate the opportunity to discuss this matter further and hope for a fair reconsideration.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]