

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

Dear [Scholarship Committee's Name or "Members of the Scholarship Committee"],

I hope this letter finds you well. I am writing to formally appeal for reconsideration of my application for the [specific scholarship name] that I submitted on [application date]. I appreciate the time and effort the committee has invested in reviewing my application.

[Paragraph 1: Briefly explain the purpose of your appeal. Mention any specific circumstances that may have affected your application or eligibility that you believe the committee should consider.]

[Paragraph 2: Provide any additional information or evidence that supports your appeal. This could include updates on your academic performance, personal struggles, or changes in financial circumstances.]

[Paragraph 3: Express your passion for your field of study and the importance of the scholarship in helping you achieve your educational and career goals.]

Thank you for considering my appeal. I am hopeful for the opportunity to receive the [specific scholarship name] and would appreciate any further information or guidance you can provide regarding my scholarship status.
Sincerely,

[Your Name]
[Your Student ID (if applicable)]