

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[College/University Name]
[Department or Office]
[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 the decision regarding my application for the [Name of Scholarship] awarded by [College/University Name]. I appreciate the time and effort the committee invests in reviewing each application.

I understand that my initial application may not have met the specific criteria or expectations, and I would like to provide additional information for your consideration. [Briefly explain your situation, emphasizing any changes in circumstances, achievements, or additional qualifications that strengthen your appeal.]

The opportunity to receive this scholarship is incredibly important to me as it would not only alleviate my financial burden but also allow me to focus more on my studies and [mention any specific goals or aspirations related to your education or career]. I have a strong passion for [your field of study] and am committed to making a positive impact in my community.

Thank you for considering my appeal. I truly appreciate your time and hope for a favorable review of my request. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

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