

[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 "Dear Members of the Scholarship Committee"],

I hope this letter finds you well. I am writing to formally appeal for a reconsideration of my scholarship application for the [Name of Scholarship] that was [denied/partially awarded] on [date of notification]. I greatly appreciate the opportunity to apply and the time you and the committee took to review my application.

[Paragraph 1: Briefly explain your background, accomplishments, and what inspired you to apply for the scholarship. Mention specific achievements or experiences relevant to the scholarship criteria.]

[Paragraph 2: Address the reason for the denial or concern raised in your application. Provide any additional information, context, or documentation that may support your case and demonstrate why you deserve reconsideration.]

[Paragraph 3: Express your financial need and the impact the scholarship would have on your education and future goals. Mention any changes in your situation since the initial application.]

I am deeply committed to my education and to making a positive impact in my community. Receiving this scholarship would not only alleviate my financial burden but also allow me to focus on my academic and personal development. I am more than willing to provide any further information or documents that may assist in reviewing my appeal.

Thank you for considering my appeal. I look forward to the opportunity to discuss my situation further and hope for a positive resolution.

Sincerely,

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